



Wildlife Habitat Port Douglas

Park Risk Assessment 2024/2025



Risk Management Policy Statement

The Wildlife Habitat is committed to ensuring the safety of staff and patrons. As such, all staff under-go training in emergency procedures as a part of their induction. Procedures are reviewed annually to take into consideration workplace changes / hazards.

Michael Woodward, Director of Operations and Projects, is a fully qualified Workplace Health and Safety Officer and the Workplace Representative of the Wildlife Habitat. Regular risk assessments of the business are undertaken by senior staff and Directors.

The Wildlife Habitat conducts regular maintenance checks of equipment and infrastructure.

All staff partake in regular training on how to deal with an emergency situation.

In the event of an emergency, staff will:

- Evaluate the situation immediately.
- Notify emergency services 000 fire, police, ambulance depending on the nature of the emergency. Notify Manager on duty – Chief Warden
- Ascertain if emergency can be controlled safely or if an evacuation is needed.
- If evacuation is needed; advise supervisor and patrons immediately or as soon as practical of the situation and what rectification/actions will be taken.
- If an evacuation is required patrons will be escorted to the assembly points
- Headcounts will be undertaken at muster points to ensure all patrons are accounted for.
- Staff await further direction from emergency personnel.

Key personnel of the Wildlife Habitat are qualified First Aid Officers in the workplace.

RISK ASSESSMENT

Information of Activity : WOODLANDS

Site: Wildlife Habitat Location: Woodlands Habitat Area

Identified by: Sybella Salter, Assistant General Manager Date: 8 June 2024

Identified Hazard / Task: Woodlands Habitat

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	1	0.1	2	0.5	L
Tip/Fall Hazard	1	0.1	2	0.5	L
Animal Handling – Woodlands	1	0.05	1	0.2	L

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			
Rarely 1	Rare 0.05	Insignificant 1			

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage/ tour leader.

Trip/Fall Hazard – Woodlands Habitat- Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants not being able to feed any park animal exhibit other than macropods. (Not applicable to Woodlands Habitat)

Animal Feeding – Macropods: Perceived risk minimised by participants being not able to feed any park animal exhibit other than macropods, and advised on a way to feed macropods only, and following directions. (Not applicable to Woodland Habitat)

Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals. (Not applicable to Woodlands Tour)

Assessed by : Sybella Salter (Assist. General Manager)

Date: 8 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.

Date: 26/8/2024

RISK ASSESSMENT

Information of Activity: WETLANDS

Site: Wildlife Habitat Location: Wetlands Habitat Area

Identified by: Sybella Salter, Assistant Manager Date: 8 June 2024

Identified Hazard / Task: Wetlands Habitat Tours/ Talks

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Animal Interaction- bites and scratches	3	0.3	3	4.5	M
Falling branches/tree limbs from above.	2	0.3	10	6.0	M
Structural integrity for above beams Stork Tower	0	0.3	15	0	L
Child falling into Wetlands waterway.	2	0.3	10	6.0	M

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			
Rarely 1	Rare 0.05	Insignificant 1			

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage.

Animal Feeding –: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants not being able to feed any park animal exhibit other than macropods.

Trip/Fall Hazard – Stork Walk - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Animal Handling – To be done under supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals. (Not applicable to Wetlands Tour)

Free flight wildlife interaction -Perceived risks minimised by clear instructions on engaging with wild animals / signage to engage / not engage with wildlife, following staff advice on wildlife, staying to pathways and following directions of park signage and information.

Falling branches/tree limbs – Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Wetlands Stork Tower Structural integrity – 2nd storey. – Risk mitigated by closure of access door to the public and staff to second level platform

Waterway access Wetlands - Perceived risks minimised with water areas fenced and closed off general park access , following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Assessed by: Sybella Salter (Assist. General Manager)

Date: 08 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.

Date: 26/8/2024

RISK ASSESSMENT

Information of Activity : WETLANDS Breakfast with the Birds.

Site: Wildlife Habitat Location: Wetlands Habitat Area

Identified by: Sybella Salter, Assistant General Manager Date: 05 June 2024

Identified Hazard / Task: Wetlands Talks / Breakfast with the Birds

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	1	0.3	2	1.0	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Animal Feeding/ Interaction Breakfast.	6	0.3	2	1.0	L
Falling branches/tree limbs from above.	2	0.1	10	2.0	L
Child falling into Wetlands waterway.	2	0.3	10	6.0	M
Food allergies :	3	0.3	5	4.5	M

Definitions							
Exposure	E	Likelihood	L	Consequence	C	Risk Score	Hierarchy of Risk Controls
Continuously	10	Almost Certain	1.0	Catastrophic	20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions. Personal protective equipment last resort or temporary control.
Frequently	6	Likely	0.6	Major	10		
Occasionally	3	Possible	0.3	Moderate	5	L <3	
Infrequently	2	Unlikely	0.1	Minor	2		
Rarely	1	Rare	0.05	Insignificant	1		

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Dietary Requirement/ Allergies: Perceived risk minimised by participants being asked about any dietary allergies prior to joining the program and these allergies being documented and provided to Kitchen on day of visit. Serious allergies require EPI pen to be carried.

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage.

Animal Feeding: Birds and koalas –: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants being under strict and direct supervision from staff at all times when feeding a bird or placing browse in Koala exhibit. Koalas unable to be handled by guest.

Animal Feeding : Ducks – Perceived risk minimised by participants being advised on a way to feed ducks, and following directions.

Fenced water access “Ducks landing” platform - Perceived risks minimised with area re alignment of fence line to incorporate closed off access and duck feed platform, following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Trip/Fall Hazard – wetlands- Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.


Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals. Applicable to birds only at Breakfast with the Birds. No Koala Holding permitted.

Falling branches/tree limbs – Continual monitoring of the state of the canopy and tree limbs by various members of staff. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Assessed by: Sybella Salter (Assist. General Manager)

Date: 05 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.

 Date: 26/8/2024

RISK ASSESSMENT

Information of Activity : RAINFOREST

Site: Wildlife Habitat Location: Rainforest Habitat

Identified by: Sybella Salter, Assistant Manager Date: 5 June 2024

Identified Hazard / Task: Rainforest Habitat : Talks/ Tours

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	5	M
Animal Interaction – bites and scratches	3	0.3	5	4.5	M
Falling branches/tree limbs from above.	2	0.1	10	2.0	L
Child falling into Rainforest waterway.	1	0.3	10	3.0	L

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions. Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			
Rarely 1	Rare 0.05	Insignificant 1			

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instruction and direction prior to entering the habitats / enclosures, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage.

Trip/Fall Hazard – Cassowary Walk - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Trip/Fall Hazard – Licuala Tower/ Birdseye Bridge - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader. Ongoing assessment and maintenance of boardwalk area and netting bridge. Signage placed at all entrances to area's outlining restrictions.

Animal Handling / Interaction – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals, and ability to follow any relevant signage on what to do if unwanted bird specific interaction occurs. (Specific animal handling not applicable to Rainforest tour – however free roaming birdlife in this habitat allows for potential interaction.)


Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants being under supervision to hand feed directly any park animal used on this tour and given demonstration by qualified keeper prior to undertaking feed.

Animal Feeding : Fish & Turtles – Perceived risk minimised by participants being advised on how to feed fish and turtles, and following directions.

Falling branches/tree limbs – Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Waterway access Rainforest - Perceived risks minimised with water areas fenced and closed off general park access , following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Assessed by : Sybella Salter (Assist. General Manager) Date: 05 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.  Date: 26/8/2024

RISK ASSESSMENT

Information of Activity SAVANNAH

Site: Wildlife Habitat Location: Savannah Habitat Area

Identified by: Sybella Salter, Assistant General Manager Date: 8 June 2024

Identified Hazard / Task: Savannah Habitat Tour / Predator Plank Exhibit.

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Animal Feeding - Macropods	6	0.3	2	2.4	L
Predator Plank	3	0.3	10	9	M
Falling branches/tree limbs from above.	2	0.1	10	2.0	L
Child falling into Savannah waterway.	2	0.3	10	6.0	M

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			
Rarely 1	Rare 0.05	Insignificant 1			

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage/ tour leader.

Trip/Fall Hazard – Wallaby Walk - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals.

Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants being under supervision to hand feed directly any park animal used on this tour and given demonstration by qualified keeper prior to undertaking feed.

Animal Feeding – Macropods: Perceived risk minimised by participants being advised on a way to feed macropods only, and following directions. Identifiable signage install to assist.

Trip / Fall Hazard Predator Plank - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage/ tour leader. Signage placed at all entrances to area's outlining restrictions. Ongoing assessment and maintenance of boardwalk area and netting bridge

Falling branches/tree limbs – Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Unfenced waterway access - Perceived risks minimised with guests following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader. Walkway bridges maintained on regular maintenance schedule checks.

Assessed by: Sybella Salter (Assist. General Manager)

Date: 08 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.

Date: 26/8/2024

RISK ASSESSMENT

Information of Activity SAVANNAH : Croc Zone.

Site: Wildlife Habitat Location: Croc Arena / Predator Plank

Identified by: Sybella Salter, Assistant General Manager Date: 5th June 2024

Identified Hazard / Task: Croc Arena tours and experiences.

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Falling branches/tree limbs from above.	2	0.1	10	2.0	L
Predator pathway walk/ Croc Arena Grandstand	3	0.3	2	1.8	L
Croc Arena Swim	3	0.3	5	4.5	M
MOP Croc feed / Animal Feed Interaction.	3	0.3	10	9	M

Definitions

Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions. Personal protective equipment last resort or temporary control.
Frequently 6	Likely 0.6	Major 10		
Occasionally 3	Possible 0.3	Moderate 5	L <3	
Infrequently 2	Unlikely 0.1	Minor 2		
Rarely 1	Rare 0.05	Insignificant 1		

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by staff upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways, and following directions of park signage/ tour leader/ staff member.

Trip/Fall Hazard – Predator pathway Walk - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways, and following directions of park signage and or tour leader/ staff member, ongoing assessment and maintenance of boardwalk area and netting bridge. Signage placed at all entrances to area's outlining restrictions.

Falling branches/tree limbs from above– Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Trip / Fall Hazard Croc Arena Grandstand- Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways, and following directions of park signage/ tour leader. Signage placed at all entrances to area's outlining restrictions.

Plunge pool swim Croc arena - Perceived risks minimised by participants wearing the appropriate swim wear / float device if required, following clear instruction, including depth level notification, and will be under constant visual supervision of a staff member. Participants must agree they are physically able to participate in a plunge swim. Participants need to follow clear signage, need to be staying to pathways and designated swim area, and following directions of park signage/ tour leader/ and waiver compliance conditions. Signage placed at all entrances to area's outlining restrictions. First aid Trauma kit is located at the changeroom area of the swim pavilion.

MOP Croc Feed Predator Plank - Perceived risks minimised by participants wearing appropriate PPE for hands and feet, following clear instruction, including managing bite force pull, and will be under constant visual supervision. Demonstration on Croc feeding by qualified staff member undertaken. Ensure feed zone area is maintained and safe for the experience at all times and area is secured for no additional persons to enter the zone during feed. Participants must agree they are physically able to participate in the feed. Participants need to follow clear signage, need to be staying to pathways and designated areas, and following directions of park signage/ tour leader/ sign waiver compliance conditions. Signage placed at all entrances to area's outlining restrictions. First aid Trauma kit is located at the changeroom area of the swim pavilion at CrocArena for this experience.

Assessed by : Sybella Salter (Assist. General manager)

Date: 5 June 2024 Authorised by:

Clare Hunt. Gen. Manager WH&S Rep.



Date: 26/8/2024

RISK ASSESSMENT

Information of Activity PRIVATE TOURING

Site: Wildlife Habitat Location: Wildlife Park including Nocturnal Tour

Identified by: Sybella Salter, Assistant Manager Date: 5 June 2024

Identified Hazard / Task: Private WildNIGHT Nocturnal Tour

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Tip/Fall Hazard – koala enclosure	1	0.1	2	.2	L
Animal Handling – bites and scratches	3	0.3	5	4.5	M
Falling branches/tree limbs from above.	2	0.1	10	2.0	L
Food allergies	3	0.3	10	9	M

Definitions

Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.
Frequently 6	Likely 0.6	Major 10		
Occasionally 3	Possible 0.3	Moderate 5	L <3	
Infrequently 2	Unlikely 0.1	Minor 2		
Rarely 1	Rare 0.05	Insignificant 1		

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Dietary Requirement/ Allergies: Perceived risk minimised by participants being asked about any dietary allergies prior to joining the program and these allergies being documented and provided to Kitchen on day of visit. Serious allergies require EPI pen to be carried.

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track / path / enclosure and following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed. Participants are to be under contents supervision. Participants provided with torch to light their way.

Trip/Fall Hazard – Nocturnal tour - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage, including following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed. Participants are to be under constant supervision. Participants are given torch to undertake tour.

Trip/Fall Hazard – Koala Enclosure – Perceived risks minimised by induction into enclosure, clear instructions, constant supervision and following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed.

Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants being under supervision to hand feed directly any park animal used on this tour and given demonstration by qualified keeper prior to undertaking feed.

Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals.

Falling branches/tree limbs – Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Access out of Park under darkness : Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction, staying to pathways and following

directions given by park tour leader prior to and during exit of park. Path lighting Installed to assist with guiding pathway access or alternate use of torch. Carpark and bus stop lighting provided.

Assessed by : Sybella Salter (Assist. General Manager)

Date: 5 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.



Date: 26/8/2024

RISK ASSESSMENT

Information of Activity PRIVATE TOURS

Site: Wildlife Habitat Location: Wildlife Park including behind the scenes Tour.

Identified by: Sybella Salter, Assistant Manager Date: 8 June 2024

Identified Hazard / Task: Your Wildlife Habitat Tour – incl. behind the scenes Tour

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Tip/Fall Hazard – koala enclosure	1	0.1	2	.2	L
Animal Handling – bites and scratches	3	0.3	5	4.5	M
Food allergies :	3	0.3	10	9	M

Definitions

Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.
Frequently 6	Likely 0.6	Major 10		
Occasionally 3	Possible 0.3	Moderate 5	L <3	
Infrequently 2	Unlikely 0.1	Minor 2		
Rarely 1	Rare 0.05	Insignificant 1		

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Dietary Requirement/ Allergies: Perceived risk minimised by participants being asked about any dietary allergies prior to joining the program and these allergies being documented and provided to Kitchen on day of visit. Serious allergies require EPI pen to be carried.

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track / path / enclosure and following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed. Participants are to be under contents supervision.

Trip/Fall Hazard – your wildlife habitat tour - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage, including following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed. Participants are to be under contents supervision.

Trip/Fall Hazard – Koala Enclosure – Perceived risks minimised by induction into enclosure, clear instructions, constant supervision and following directions given by park tour leader prior to entering any enclosure and any behind the scenes area, including care centre and workshop area if needed.

Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants not being able to feed any park animal exhibit other than macropods.


Animal Feeding – Macropods: Perceived risk minimised by participants being not able to feed any park animal exhibit other than macropods, and advised on a way to feed macropods only, and following directions/ tour leader.

Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals.

Assessed by: Sybella Salter (Assist. Gen. Manager)

Date: 8 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.


Date: 26/8/2024

RISK ASSESSMENT

Information of Activity: SCHOOL Programs

Site: Wildlife Habitat Location: School holiday programs

Identified by: Sybella Salter, Assistant Manager Date: 8 June 2024

Identified Hazard / Task: Junior Keepers

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Animal Handling – bites and scratches	3	0.3	5	4.5	M
Animal Feeding - Macropods	6	0.1	2	2.0	L
Dietary Requirements	2	0.1	10	2.0	L
Lack of Child Supervision	1	0.05	10	2.0	L

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			

Rarely 1	Rare 0.05	Insignificant 1		
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LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage/ tour leader.

Trip/Fall Hazard – Wallaby Walk - Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Animal Handling – To be done under constant supervision of qualified animal handler. Perceived risk minimised by participants being given clear directions on the correct way to handle animals and given demonstrations by qualified handler prior to handling any animals.

Animal Feeding – All park exhibit animals: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants not being able to feed any park animal exhibit other than macropods and Lizards.

Animal Feeding – Macropods/ Lizards: To be done only under constant supervision of qualified animal handler. Perceived risk minimised by participants being not able to feed any park animal exhibit other than macropods and Lizards and advised on a way to feed macropods and lizards, and following directions given.

Dietary Requirement/ Allergies: Perceived risk minimised by participants being asked about any dietary allergies prior to joining the program and these allergies being documented and provided to Kitchen on day of visit. Serious allergies require EPI pen to be carried.

Lack of Child Supervision – Perceived risk minimised by participants given clear instructions of the importance of staying with the group, on the designated track and following all directions given by leader at all times. Supervision staff to be Blue Card holders, and children to be under constant

supervision for duration of program. No child participating can wander park alone. Sign in and sign out registers for parental child drop off and pick are required.

Assessed by : Sybella Salter (Assist. Manager)

Date: 8 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.



Date: 26/8/2024

RISK ASSESSMENT

Information of Activity : CAR PARKING.

Site: Wildlife Habitat Location: Car Park Area

Identified by: Sybella Salter, Assistant Manager Date: 8 June 2024

Identified Hazard / Task: Parking

Risk Analysis – level of risk

Identified Hazards	Risk Assessment			Risk Score E x L x C	Risk Level
	Exposure (E)	Likelihood (L)	Consequence (C)		
Physical Strains & Sprains	2	0.3	2	1.2	L
Tip/Fall Hazard	3	0.3	5	4.5	M
Vehicle traffic/parking	1	0.1	10	0.2	L
Falling branches/tree limbs from above.	2	0.3	10	6.0	M

Definitions					
Exposure E	Likelihood L	Consequence C	Risk Score	Hierarchy of Risk Controls	
Continuously 10	Almost Certain 1.0	Catastrophic 20	E >20 H >10 M 3 – 10	Elimination is a permanent solution and should be attempted in the first instance. Substitution involves replacing the hazard or environmental aspect by one of the lower risk. Engineering controls involve physical barriers or structural changes to the environment or process. Administration controls reduce hazard by altering procedures and providing instructions. Personal protective equipment last resort or temporary control.	
Frequently 6	Likely 0.6	Major 10			
Occasionally 3	Possible 0.3	Moderate 5	L <3		
Infrequently 2	Unlikely 0.1	Minor 2			
Rarely 1	Rare 0.05	Insignificant 1			

LEGEND

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

Details of Action to be Taken

Actions: (When determining action, refer to Hierarchy of Risk Control.)

Physical Strains & Sprains – Perceived risks minimised by participants given clear instructions of the importance of staying on the designated track and following directions given by leader upon entering the habitats / enclosures/ tours, wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage.

Trip/Fall Hazard – Perceived risks minimised by participants wearing the appropriate PPE (enclosed shoes), following clear instruction / signage, staying to pathways and following directions of park signage and or tour leader.

Vehicle Traffic/Parking – Perceived risks minimised by outlining clear line marking, directional signage, tour parking signage and designated parking and no parking area signage. Adequate lighting is provisioned for carpark access after dusk .

Falling branches/tree limbs – Perceived risks minimised by scheduled monitoring canopy and tree limbs. Recommend a twice yearly (November- pre-wet season; and May post-wet season) assessment by professional arborist and cut at-risk tree limbs & branches.

Assessed by : Sybella Salter (Assist. General Manager)

Date: 8 June 2024

Authorised by: Clare Hunt. Gen. Manager WH&S Rep.



Date: 26/8/2024