

DAG SHEEP STATION Risk Management Plan

Name of school:

Name of principal:

Description and location of excursion:

Date(s) of excursion:

Group/class:

Number in group/class:

Name of excursion coordinator:

Contact number:

Accompanying staff, parents, caregivers, volunteers:

Task/Activity	Hazard Identification Type/Cause	Risk Assessment Use matrix	Elimination or Control Measures	Who	When
Walking to and from transport	struck by vehicle on road	6	Adults attending to supervise excursion Brief participants on rules and behaviour Remain on pedestrian pathways and utilise pedestrian crossings at all times	Teachers “ All	Prior to walk “ On excursion
	Trips and falls on uneven footpath	5	Remain on pedestrian pathways and utilise pedestrian crossings at all times		
Coach transport to excursion venue	Trips or other incidents stemming from boarding and travelling on the coach	6	Ensure vehicle operators hold appropriate license(s) and insurance Vehicle to be appropriate for needs of the group e.g. wheelchair access if required Enforce rules and monitor behaviour	Excursion Coordinator “ ”	Prior to booking “ “ On excursion
	vehicle accidents	4	Wear seat belts if fitted	Teachers “	“
Observing rock formations, animals and plants	bites and stings from insects, spiders, snakes or other animals Bumps and bruises from large animals	4	Avoid areas with long grasses Wear enclosed footwear and long pants Do not touch animals Carry appropriate first aid kit	All “ “ “ Teachers	On excursion
	exposure to sun	5	Wear hats, shirts with sleeves and sunscreen while outdoors		
	Damage to new tree plantings	5	Be aware of new tree plantings and hedges during activities e.g ball games		

Recreation and activities within property grounds	uneven ground surfaces, bites and stings, exposure to sun, wind, rain and dehydration.	4	<ul style="list-style-type: none"> - Wear enclosed footwear suitable for walking, clothing to protect arms and legs and suitable for changing weather conditions - Wear hats, shirts with sleeves and sunscreen while outdoors - Ensure participants carry water bottles - Staff carry insect repellent, additional sunscreen and ensure rest breaks are taken in the shade - Identify participants with known medical conditions and ensure appropriate medication/treatment is available - Check weather forecast on day of excursion - Carry maps and compass - Emergency plans for dealing with potential incidents - Carry first aid kit 	Excursion Coordinator	Prior to walk
				"	On walk
				All	
				"	
				Teachers	
				"	
				Excursion Coordinator	
				"	
				"	
	allergies to insects, reptiles and plants	4	Find out about individual allergies and management of them prior to beginning excursions	"	
	becoming lost or isolated from the group	5	Stay within property boundaries and stay within sight of the group Group supervisors stay alert with group numbers	"	
	change in weather Conditions	5	Wear appropriate clothing	"	
	Damage to solar panels	5	Solar panels located on shearers digs roof, so care to be taken with ball games etc in this area	"	
	Damage to new tree plantings	5	Be aware of new tree plantings and hedges during activities eg ball games	"	
	Injuries climbing over or under barbed wire fences	4	Students to use gates and entrances where provided Group supervisors stay alert	"	
	Entering neighbouring properties	5	Stay within property boundaries and stay within sight of the group Group supervisors stay alert with group numbers and activities	"	
	exposure to sun	5	Wear hats, shirts with sleeves and sunscreen while outdoors	"	

Overnight stay at Dag Sheep Station accommodation	food or drink while at the establishment	4	Dag Sheep Station has been provided with necessary information on personal allergies and requirements for food and beverage preparation and service	Excursion Coordinator	Prior to excursion
	Intruder	6	Dag Sheep Station has adequate security in place Security gates	“ Excursion Coordinator & Dag Sheep Station staff Teachers	At the Dag Sheep Station
	Fire and emergencies	3	Participants to be briefed on emergency procedures Received information on emergency plans and alert devices from Dag Sheep Station staff		“
	Student at risk of assault	5	Child protection strategy in place. Sleeping accommodation secured and monitored by staff supervisors	“	

Venue and safety information reviewed and attached Yes No

Plan prepared by:

Position:

Date:

Prepared in consultation with:

Communicated to:

Monitor and Review – Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.