Bunyaville Centre Building
Curriculum Activity Risk Assessment

Introduction
The Bunyaville Environment Education Centre is located in a forest setting within Bunyaville Conservation Park, Everton Hills, Brisbane. Many programs use the Centre buildings and the immediate outside area, for part of the program before moving into the forest.

Risk Level
Medium (Likelihood Level 2, Consequence Level 3)

<table>
<thead>
<tr>
<th>Likelihood</th>
<th>1 Insignificant</th>
<th>2 Minor</th>
<th>3 Moderate</th>
<th>4 Major</th>
<th>5 Critical</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Almost Certain</td>
<td>Medium</td>
<td>Medium</td>
<td>High</td>
<td>Extreme</td>
<td>Extreme</td>
</tr>
<tr>
<td>4 Likely</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
<td>High</td>
<td>Extreme</td>
</tr>
<tr>
<td>3 Possible</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
<td>High</td>
<td>High</td>
</tr>
<tr>
<td>2 Unlikely</td>
<td>Low</td>
<td>Low</td>
<td>Medium</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>1 Rare</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Medium</td>
</tr>
</tbody>
</table>

Hazards
1. Environmental hazards: adverse weather events (wind causing falling branches, storms), insect and animal bites, sunburn, allergic reactions to flora and fauna in grounds area;
2. Injury from uneven pavement and /or ground outside building;
3. Injury from walking into shade cover poles;
4. Disembarking from the bus.

Risk Control
1. Visiting Teachers are required to attend a Pre-visit session where the safety issues and basic student requirements (protective clothing, sun-screen, insect repellent and water) are discussed.
2. Visiting Teachers supply the Centre with students' information about special needs including known allergies prior to their visit. The centre building and toilet area accommodates wheelchairs. Needs are listed on the Pink Student List Sheet copied and returned to Centre Staff by the Visiting Teaching on excursion day and carried throughout the visit. Where a student has a medical action plan, a copy is supplied to Centre teachers;

3. Centre Staff greet the bus and manage safe unloading and loading of students;

4. In the event of an evacuation emergency, the supervising Centre Teacher will assume responsibility to follow the Centre’s evacuation plan to ensure the safety of all Centre Staff and visitors. Student lists supplied by Visiting Teachers form the roll to check all students and adults have been accounted for;

5. Visiting teacher has medication for identified students on class list;

6. First aid kit is located in the Centre Administration Building;

7. For all outdoor areas students must wear closed in shoes, hats, sunscreen and insect repellent;

8. Safe movement of student group is managed by supervising Centre Teacher;

9. Students are reminded to walk at all times;

10. Some learning areas are protected from the sun with shade structures; and

11. If adverse weather is approaching, programs are modified where necessary i.e. if windy/stormy students will be moved undercover.

12. All Centre teachers are trained to use Emergency Response Plan when necessary.

**Location Specific Notes**

Centre staff has:

- Checked the toilet area prior to the field visit;
- Checked inside and outside building area for visible and potential hazards;
- Checked that all equipment is in safe working order; and
- Checked weather forecast.
Leader Qualifications

- All supervisors/adults/students are under the direction of a registered teacher who has experience working in the environment and familiarity with this program.
- All Centre teachers hold a Certificate IV in Outdoor Recreation (Bushwalking Guide) SRO40206.
- All Centre field staff hold current senior First Aid Certificates.

Approved by:

Noeleen Rowntree
Principal
23/1/2017

Expires: 8/12/2017