

Risk Assessment Tool

				Potential Consequences				
				1	2	3	4	5
				Minor injuries or discomfort. No medical treatment or measurable physical effects.	Injuries or illness requiring medical treatment. Temporary impairment	Injuries or illness requiring hospital admission	Injury or illness resulting in permanent impairment	Fatality
				Not significant	Minor	Moderate	Major	Severe
Likelihood	5	Expect to occur regularly under normal circumstances	Almost certain	Medium	High	Very high	Very high	Very high
	4	Expected to occur at some time	Likely	Medium	High	High	Very high	Very high
	3	May occur at some time	Possible	Low	Medium	High	High	Very high
	2	Not likely to occur in normal circumstances	Unlikely	Low	Low	Medium	Medium	High
	1	Could happen, but probably never will	Rare	Low	Low	Low	Low	Medium



Risk Assessment Checklist

Risk prevention strategy	Prevention strategy is in place	If no, please list steps to implement prevention strategy	Date implementation will be completed	Date and signature	Final level of risk (Low – very high) (See above table)
General Health and Safety					
All student groups on farms will be appropriately accompanied by farm staff (School will provide appropriate number of supervising adults)	Y/N				Low
Emergency plans include how to contact emergency services in the event of an incident.	Y/N				Low
Appropriate space available as an evacuation point	Y/N				Low
Adequate, accessible first aid kit and trained first aid personnel including child resuscitation, on site.	Y/N				Low
All staff involved in visits have a WWCC	Y/N				Low
Safe behaviour is always modelled by the farmer and other workers. Workers have been briefed on expectations when visits are taking place.	Y/N				Low
Handwashing facilities available for visitors to use upon arrival, during visit, and prior to leaving	Y/N	Able and disabled facilities available for guest use.			Low



Shaded areas available for visitors to rest	Y/N	Education centre is shaded and provides seating			Low
Space available for bus/coach to park and students to disembark safely	Y/N				Low
Farm vehicles, machinery & chemicals					
Children in vehicles wear appropriate restraints such as seat-belts and are prohibited from riding in the back of utes and trailers.	Y/N				Low
Children taking part in visits do not ride in vehicles unless approved by teacher and vehicle is deemed safe and appropriate.	Y/N				Low
Children are appropriately trained and supervised and wear appropriate PPE. PPE requirements are communicated to the teacher prior to visit.	Y/N				Low
All workshops and machinery are locked to prevent unauthorised access.	Y/N				Low
Keys are removed from machinery and stored out of children's reach when not in use.	Y/N				Low



Children are prohibited from riding quad bikes, 2 wheelers, tractors or other machinery.	Y/N				Low
Vehicles will not be in use on the farm during the visit unless for demonstration. Students to stand well away from any vehicle in a demonstration.	Y/N				Low
Electrical outlets are situated up high and include an RCD.	Y/N				Low
Chemical stores are locked and keys stored safely stored to prevent unauthorised access.	Y/N				Low
Flora & Fauna					
Large animals are always behind secure, strong fences.	Y/N				Low
Children are not allowed near animals without adequate supervision from farm staff	Y/N	All visiting groups are accompanied at all times by Gavana Dairy staff.			Low
Children are only allowed to pet, hold or touch animals with supervision from farm staff	Y/N	All visitors are accompanied and supervised by Gavana Dairy staff.			Low
All animals involved in school visits are adequately domesticated and judged to be safe around humans	Y/N	Only the quietest cows are used for any "meet the animal" exercises			Low
Sick, unwell or injured animals are to be kept well away from school visit venues	Y/N	Unwell and injured animals are not used for demonstrations			Low
Children are briefed on possible native animals such as snakes and	Y/N				Low



lizards, and best behaviour e.g. not putting hands down holes					
All visit venues have been cleared of any potentially harmful plants	Y/N				Low
Anything sampled as part of visit (e.g. fruit) will be free of chemicals and washed prior to tasting	Y/N				Low
Water sources and stored grain facilities					
All tanks, wells and troughs are fitted with lids or strong mesh.	Y/N				Low
Windmill water-tanks are covered and access ladders removed or blocked.	Y/N				Low
Access to grain silos is prevented – eg ladder lock-outs, removal of bottom section of ladder.	Y/N				Low
Unused ditches are filled in.	Y/N				Low
Water hazards including swimming pools, effluent ponds, channels or dams near the house are securely fenced.	Y/N	There may be water on the dairy floor. Visitors are briefed of this beforehand and required to walk not run at all times. All precautions are taken to remove water on the floor but due to the nature of a dairy there may still be some present. No water pumps are turned on during visits.			Low
Children are not permitted to enter any water sources	Y/N				Low



School visits will avoid areas such as dams, rivers or lakes unless deemed safe and appropriate by supervising teacher and farm staff	Y/N				
Please list any additional risks and prevention strategies below					
Risk & risk prevention strategy	Prevention strategy is in place	If no, please list steps to implement prevention strategy	Date implementation will be completed	Date and signature	Final level of risk (Low – very high) (See above table)
Dairy pit access stairs	Y/N	Stairs are fitted with handrails and there is a safety rail enclosing the dairy pit.			Low
	Y/N				
	Y/N				
	Y/N				
	Y/N				
	Y/N				