

Task Risk Assessment: archaeology incursion programs

Property location

Incursions at individual schools

Last updated

25 November 2022

Additional supporting documentation

- Child safe Policy Commitment and Code of Conduct
- Mandatory Reporting – Child Protection Policy
- COVID Safe plan - Education

Task Risk Assessment

Identified safety risk	Inherent Risk Rating	Action Plan	Emergency Strategy	Residual Risk Rating
Child physical, mental or sexual assault or abuse – staff witnessed, suspected or child reported	B3 Medium	<ul style="list-style-type: none"> All Education Facilitators have Working with Children checks All Education Facilitators are trained in Child Safe standards All Education Facilitators are familiar with Child Safe code of conduct All Education Facilitators are trained in Mandatory Reporting and Child Protection policy 	Follow procedure as outlined in Child Protection Policy	B1 Low
Contracting COVID -19	C3 Medium	<ul style="list-style-type: none"> Follow COVID Safe Plan – Education Summarised: All visitors 18 years and over must be double vaccinated against COVID-19 or have a medical exemption from an authorised medical practitioner. 	Follow procedure as outlined in COVID Safe plan - Education	C3 Medium

<p>Squashed/jammed finger in doors or other moving parts</p>	<p>D2 Medium</p>	<ul style="list-style-type: none"> • Facilitator to include in safety talk a warning to be cautious of doors and moving parts around the gaol • Where possible ensure objects are secured 	<ul style="list-style-type: none"> • Walkie Talkie access for all guides to alert for assistance • School supervising teachers are required to apply necessary first aid • Call Ambulance on 000 if injury requires hospitalisation • If hospitalisation occurs, Education Facilitators to notify Property Manager • Property Manager to notify NTAV P & C Team • Supervising teachers to notify school and parents if required 	<p>E1 Low</p>
<p>Injury caused from handling the artefacts within the simulated site</p>	<p>D3 Medium</p>	<ul style="list-style-type: none"> • Facilitators to warn students of potential risk • Facilitators and program developer to ensure that no dangerous materials are included in the activity 	<ul style="list-style-type: none"> • School supervising teachers are required to apply necessary first aid • Call Ambulance on 000 if injury requires hospitalisation • If hospitalisation occurs, Education Facilitators to notify Property Manager • Property Manager to notify NTAV P & C Team • Supervising teachers to notify school and parents if required 	<p>E2</p>

Potential consequence & likelihood of the hazard risks

Consequences			Likelihood		
Rating	Description		Rating	Description	
A	Extreme	Single or multiple fatalities, or permanent disability.	5	Almost Certain	Risk will occur in most circumstances; at least once every year.
B	Major	Extensive injury or physical illness requiring hospitalisation; mental illness requiring ongoing treatment; lost time injury > 1 week.	4	Likely	Risk is likely to occur in most circumstances; once every 1 - 5 years.
C	Moderate	Significant injury or physical illness requiring hospitalisation; mental illness requiring treatment; lost time injury < 1 week.	3	Possible	Risk might occur at some time; once every 5 - 20 years.
D	Minor	Injury or physical illness requiring medical treatment; mental illness requiring treatment; not a lost time injury.	2	Unlikely	Risk is unlikely to occur; once every 20 - 50 years.
E	Insignificant	Injury or physical illness resulting in local first aid treatment (i.e. minor bruises, cuts, abrasions); mental illness not requiring treatment.	1	Rare	Risk may occur only in exceptional circumstances; Once in 50 years or greater.

Task Risk Assessment Matrix

	Consequence				
Likelihood	E	D	C	B	A
5	Medium	Medium	High	Extreme	Extreme
4	Medium	Medium	Medium	High	Extreme
3	Low	Medium	Medium	Medium	High
2	Low	Low	Medium	Medium	Medium
1	Low	Low	Low	Medium	Medium