

Task Risk Assessment: Old Government House – Stage 2

PROPERTY ADDRESS:

Cnr Pitt and, Macquarie St, Parramatta NSW 2150

LAST UPDATED:

3/10/2023

Identified safety risk	Inherent Risk Rating	Action Plan	Emergency Strategy	Residual Risk Rating
Moving along the side of the road when leaving and getting on the bus	B4	<ul style="list-style-type: none">• Notify teacher before attending of the location of the bus parking compared to the house• Guides ad teachers to supervise students when moving between these spaces	<ul style="list-style-type: none">• School supervising teachers are required to apply necessary first aid• Gather contact details of the other party involved if situation requires it• Call Ambulance on 000 if injury requires hospitalisation	E1



			<ul style="list-style-type: none">• If hospitalisation occurs, Education Facilitators to notify Property Manager• Property Manager to notify NTA P&C Team• Supervising teachers to notify school and parents if required	
Falls or trips	D3	<ul style="list-style-type: none">• Volunteers to advise students of any trips and the steepness of steps• Students guided to go down the stairs holding onto the railing and in single file	<ul style="list-style-type: none">• School supervising teachers are required to apply necessary first aid• Gather contact details of the other party involved if situation requires it• Call Ambulance on 000 if injury requires hospitalisation• If hospitalisation occurs, Education Facilitators to notify Property Manager	E2



			<ul style="list-style-type: none">• Property Manager to notify NTA P&C Team• Supervising teachers to notify school and parents if required	
Interference from members of the public	C3	<ul style="list-style-type: none">• Supervising volunteers to advise children of possible presence of members of the public• House volunteers to monitor members of the public on site and advise the of school visit• House volunteers to avoid students as needed – catering to the spaces and length of engagement	<ul style="list-style-type: none">• Volunteer to move group to another room and notify a room guide• Room guide to contact Property Manager and ensure visitor stays in one spot separate to children• Property manager to speak to visitor and school staff to determine if police need to be notified	E1
Severe weather – heat or rain	D	<ul style="list-style-type: none">• Teachers to be advised of any significant weather events and	<ul style="list-style-type: none">• School supervising teachers are required to apply necessary first aid	E1



		<p>additional equipment to be brought (hats, water or rain coats)</p> <ul style="list-style-type: none">• Activities to be restricted to the house if required•	<ul style="list-style-type: none">• Gather contact details of the other party involved if situation requires it• Call Ambulance on 000 if injury requires hospitalisation• If hospitalisation occurs, Education Facilitators to notify Property Manager• Property Manager to notify NTA P&C Team• Supervising teachers to notify school and parents if required	
Squashed/jammed finger in doors or other moving parts	D4	<ul style="list-style-type: none">• Volunteers to provide a safety talk upon moving between rooms and moving equipment	<ul style="list-style-type: none">• School supervising teachers are required to apply necessary first aid• Gather contact details of the other party involved if situation requires it	D2



			<ul style="list-style-type: none">• Call Ambulance on 000 if injury requires hospitalisation• If hospitalisation occurs, Education Facilitators to notify Property Manager• Property Manager to notify NTA P&C Team• Supervising teachers to notify school and parents if required	
Discussion of hitting children as a form of discipline	B3	<ul style="list-style-type: none">• Inclusion is discussed with teacher before progression of the lesson and can be easily excluded if required	<ul style="list-style-type: none">• Child to be removed from the lesson immediately with a trusted class teacher to the shop area• Parents to be notified by supervising teacher• Shop volunteer to notify property manager	



- Property manager to notify NTA P&C Team

Potential consequence & likelihood of the risks associated with the hazard

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