### Risk Assessment
Cumberland and Strickland State Forest Public Programs
School education, weekend activities, school holiday activities

<table>
<thead>
<tr>
<th>No</th>
<th>HAZARD</th>
<th>L</th>
<th>S</th>
<th>R</th>
<th>CONTROL STRATEGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sunburn</td>
<td>C</td>
<td>4</td>
<td>C4</td>
<td>• School/participants are advised to bring sunscreen.</td>
</tr>
</tbody>
</table>
| 2. | Dehydration                                                            | C | 4 | C4 | • School/participants are advised to bring plenty of water.  
• Regular breaks (recess and lunch) are provided during all-day school excursions.                                                                                                                                                                                                                                                                   |
| 3. | Overexertion, illness or negative effects of pre-existing medical conditions | D | 3 | D3 | • School/participants are advised of the likelihood of strenuous activity and to carry any appropriate medications and self-administer when required.                                                                                                                                                                                                         |
| 4. | Bites – snake, leech, tick, insect, ants, bees, flies, mosquitoes, spiders, wasps | B | 4 | B4 | • Inform the school/participants of the presence of bite hazards in advance.  
• FNSW staff to maintain awareness of the presence of snakes, ant nests, bee/wasp nests at all times.  
• Avoid handling and/or antagonising snakes where observed.  
• Look before putting hands under rocks, logs or into dense vegetation.  
• Forests NSW staff to be first aid trained and carry have first aid kits and at least a compression bandage for snake bites on guided walks.  
• Forests NSW staff to carry emergency and key contact numbers with a mobile phone and make teachers aware of the location of the phone.  
• A visiting teacher accompanies groups on walks in line with Department of Education and Training’s Bushwalking Guide and takes overall responsibility and assumes duty of care for the students. Teachers administer initial first aid.  
• Insect repellent available on site and apply only as required.  
• Ask participants if they are allergic and carrying medication to alert Forests staff to their condition.  
• Clean BBQ’s before use.  
• Thoroughly clean all utensils after every use – using hot soapy water.  
• Ensure all food containers in date prior to session.  
• Refrigerate food as required.  
• Single serve for individuals ensuring no ‘double dipping’ e.g. individual paddle pop sticks.  
• Use plastic gloves if touching food.  
• Thoroughly clean all utensils after use – using hot soapy water.  
• Store and stack all food equipment in boxes with lids that prevent insect contact.  
• Ensure all food thoroughly heated/ cooked prior to serving.  
• Serve food as soon as possible after cooking. |
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| 7. | Slips, trips and falls (during the day)     | B | 4   | B4  | - Advise schools prior to excursions of the need for closed and sturdy footwear to be worn by all participants.  
  |    |                                             |   |     |  
  |    |                                             |   |     | - Alert group to potential hazards and advise groups not to run or carry sticks  
  |    |                                             |   |     | - Move with care and maintain awareness of slippery, loose or rough surfaces, particularly logs and rocks.  
  |    |                                             |   |     | - Postpone activity of the ground is too wet.  
  |    |                                             |   |     | - Activities conducted on established trails.  
  |    |                                             |   |     | - Stay away from edges on sloped areas.  
| 8. | Slips, trips and falls (at night)           | B | 4   | B4  | - As for “slips, trips and falls during the day”.  
  |    |                                             |   |     | - Participants advised they must bring a torch for the activity.  
  |    |                                             |   |     | - Utilise appropriate headlamps and spotlights to enable clear vision of possible obstacles.  
  |    |                                             |   |     | - All spotlight walk participants to be briefed using safety induction prior to leaving Visitor Centre. Induction to include: no torch no walk, use of torches to light trails, caution to be used at all times due to uneven, possibly wet/damp surfaces. All participants to read and sign safety sheet outline/disclaimer.  
| 9. | Walking on forest roads                     | D | 3   | D3  | - Stop, look and listen for traffic before crossing roads.  
  |    |                                             |   |     | - When waiting or walking on or near roads and an on-coming vehicle is approaching, move off the road to one side in a highly visible location until the vehicle has passed or stopped moving.  
  |    |                                             |   |     | - When using spotlights, turn off or face down to reduce the risks of dazzling on-coming driver.  
  |    |                                             |   |     | - Adults to supervise children when crossing roads.  
| 10. | Injury from handling craft materials – glue, paint, hammers, etc. | D | 4   | D4  | - Children under 6 required to have a parent / guardian remain during the activity.  
  |     |                                             |   |     | - Use only non toxic products.  
  |     |                                             |   |     | - Advise children to wash hands after handling paint/glue.  
  |     |                                             |   |     | - Distribute equipment/materials to minimize the need for children to move around the craft area  
  |     |                                             |   |     | - Direct children to sit while undertaking craft activities.  
  |     |                                             |   |     | - Clean-up any spills ASAP.  
| 11. | Exposure to soil and fauna borne pathogens – handling soil and worms | D | 4   | D4  | - Direct children to wash hands after handling  
| 12. | Conflict or aggression amongst the group    | D | 4   | D4  | - Establish rapport and leadership early in each session.  
  |    |                                             |   |     | - Remain approachable and open to questions.  
  |    |                                             |   |     | - Defer difficult questions to a later time for follow up.  
  |    |                                             |   |     | - Refer discipline issues to the teacher in the first instance.  
  |    |                                             |   |     | - If unresolvable, ask participant to leave group for later discussion.  
| 13. | Injury from falling into water bodies or creeks | D | 4   | D4  | - Supervise students/participants at all times when near water bodies.  
  |    |                                             |   |     | - If standing in, wading or crossing water place feet with caution, wear appropriate footwear e.g. boots, gumboots, hold onto fixed objects for support.  
  |    |                                             |   |     | - Avoid skin contact especially face, eyes & mouth.  
  |    |                                             |   |     | - Do not drink from water bodies.  

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| 14.| Fires, including wildfire and hazard reduction burning                 | D | 4 | D4  | • For programs at Strickland State Forest during the fire season or high fire danger periods inform the regional fire room of the excursion and emergency contact details.  
• Takes a mobile phone. |
| 15.| Overhead hazards                                                       | C | 3 | C3  | • Inspect all routes, paths and stops, including campsites for hazardous limbs and hang ups after a significant storm event.  
• Select alternative route if necessary. |
| 16.| Incident occurs with self-guided group – FNSW staff not present        | C | 4 | C4  | • Inform teacher with contact details of staff.  
• Schools to have first aid kit.  
• Activity centered around visitor centre and sensory trail, close to emergency facilities. |

**NOTE:** Controls are implemented by staff on duty on an ongoing basis. In the event of an emergency evacuation refer to site safety plan. This document was last updated in June 2011 by Manager, Public Programs and Community Interaction and CSF Senior Ranger.

**RISK MATRIX**

<table>
<thead>
<tr>
<th>Probability - Likelihood</th>
<th>Severity - Consequences</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Kill or Disable</td>
<td>A</td>
</tr>
<tr>
<td>Serious injury - long term illness</td>
<td>B</td>
</tr>
<tr>
<td>Medical treatment - several days off</td>
<td>C</td>
</tr>
<tr>
<td>Minor first aid</td>
<td>D</td>
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