

## MSK -INCLEMENT WEATHER - Risk Assessment.

This Risk Assessment tool is to be completed by the site manager in consultation with affected workers to determine the risk control/s required to manage general work health and safety risks.

Use this document to identify the level of risk and help to prioritise the implementation of risk controls. Using the Risk Assessment Matrix for Work Health and Safety (WHS) Risks over the page, consider the **consequences** and **likelihood** for each identified hazard to determine the risk rating. After the identification of risk control/s reassess the risk to determine the residual risk level.

Refer to the Hazard Management Procedure for further details.

Site	MCKELLAR STEWART KINDERGARTEN.			Date of Assessment	Review Date
Describe the Activity and Location	INCLEMENT WEATHER RISK ASSESSMENT.			20/06/2018	
Risk Assessment Team	Name	Position	Contact No.	Signature	Date
	JULIE MAY	DIRECTOR	84316565		


### Hazard Identification and Risk Assessment

Hazard Type	Hazard Description	Risk Assessment			Existing Risk Controls in place	Hierarchy of Risk Controls	Risk Controls to be Implemented	Residual Risk Assessment		
		Likelihood	Consequence	Risk Rating				Likelihood	Consequence	Risk Rating
Physical	<ul style="list-style-type: none"> <li>Children or staff develop hypothermic symptoms after being exposed to cold temperatures</li> </ul>	D	2	Low	<ul style="list-style-type: none"> <li>Inclement weather and sun protection procedure</li> <li>Refer to BOM to monitor weather conditions</li> <li>Parents are encouraged to dress their children in layers/weather appropriate clothing and given reminders via newsletters</li> <li>Spare clothes are available for children without warm clothes or if clothes become wet from water play</li> <li>Central heating in site</li> <li>Regular maintenance of central heating</li> </ul>	Level 3	<ul style="list-style-type: none"> <li>Choose a minimum temperature that signals when outdoor activities will not be offered (e.g. below 10°C)</li> </ul>	E	2	Low
Physical	<ul style="list-style-type: none"> <li>Children or staff develop symptoms of heat stress</li> </ul>	C	2	Medium	<ul style="list-style-type: none"> <li>Inclement weather and sun protection procedure</li> </ul>	Level 2 (Provision of	<ul style="list-style-type: none"> <li>Schedule activities during the coolest</li> </ul>	C	2	Medium

	after being exposed to hot temperatures				<ul style="list-style-type: none"> <li>• We are a Sun Smart center.</li> <li>• We refer to BOM to monitor weather conditions.</li> <li>• Parents encouraged to dress children in layers/weather appropriate clothing and given reminders via newsletters</li> <li>• Central cooling in site and parents notified of blackouts where temperature is above 25°c</li> <li>• Shade provided in yard and outdoor activities not provided on days where temperature is excessive</li> </ul>	shade) Level 3	part of the day			
Physical	<ul style="list-style-type: none"> <li>• Children or staff suffer burns or injuries from exposure to UV radiation</li> </ul>	C	1	Low	<ul style="list-style-type: none"> <li>• Inclement weather and sun protection procedure</li> <li>• Sun smart policy</li> <li>• Refer to BOM to monitor weather and UV conditions</li> <li>• Sunscreen and hats provided for children</li> <li>• Parents encouraged to dress children in clothing that covers large amounts of skin</li> <li>• Daily monitoring of UV rating</li> <li>• Indoor activities offered on days with high rating</li> <li>• Shelter/shade provided outside</li> </ul>	Level 2 (Indoor play, shade) Level 3	<ul style="list-style-type: none"> <li>• Schedule activities during the coolest part of the day</li> </ul>	C	1	Low
Physical / Environmental	<ul style="list-style-type: none"> <li>• During storms or high winds, equipment/structures/natural environment can become damaged or break. These pieces have the potential to cause injury to staff and children.</li> </ul>	C	2	Medium	<ul style="list-style-type: none"> <li>• Inclement weather and sun protection procedure</li> <li>• Refer to BOM to monitor weather conditions</li> <li>• Tree Audits are undertaken by professionals and acted on.</li> <li>• Yard checks are undertaken following storms.</li> </ul>	Level 3 Level 1	<ul style="list-style-type: none"> <li>• Outdoor activities will not be offered where BOM has issued a severe weather warning</li> <li>• Yard checks to be undertaken after storms/severe weather before outdoor activity is</li> </ul>	D	2	Low

					<ul style="list-style-type: none"> <li>Workplace inspection procedure</li> <li>Daily yard checks are undertaken</li> <li>Damaged equipment and debris is removed</li> <li>Annual review by arborist</li> </ul>		offered			
Physical / Environmental	<ul style="list-style-type: none"> <li>During hail storm, hail stones can cause injury or damage to environment/structures/equipment (see above)</li> <li>Hail stones can melt and make environment wet and slippery, causing injury</li> </ul>	D	1	Low	<ul style="list-style-type: none"> <li>Workplace inspection procedure</li> <li>Daily yard checks are undertaken</li> <li>Staff and children are encouraged to wear enclosed shoes with a good tread</li> <li>Slips, trips and falls procedure</li> </ul>	Level 3	<ul style="list-style-type: none"> <li>Outdoor activities not offered during hail and not until outdoor environment has been checked after hail</li> </ul>	D	1	Low
		D	2	Low				D	1	Low

### Risk Assessment Matrix for Work Health and Safety (WHS) General Risks



		Consequences					
		1 - Insignificant In-house first aid treatment	2 - Minor Treatment by medical professional/hospital outpatient, etc	3 - Moderate Serious non-permanent injury. Overnight hospitalisation	4 - Major Extensive permanent injury Extended hospitalisation	5 - Catastrophic Death, permanent disabling injury	
Likelihood	A	Almost <b>certain</b> to occur in most circumstances	High	High	High	Extreme	Extreme
	B	<b>Likely</b> to occur frequently	Medium	High	High	Extreme	Extreme
	C	<b>Possible</b> and likely to occur at some time	Low	Medium	High	Extreme	Extreme
	D	<b>Unlikely</b> to occur but could happen	Low	Low	Medium	High	Extreme
	E	May occur but only in <b>rare</b> and exceptional circumstances	Low	Low	Medium	High	High

#### Risk Prioritisation Schedule

Once the level of risk has been determined the following table may be of use in determining what to do and when to implement risk control/s.

<b>Extreme</b>	<p><b>Stop the activity.</b></p> <p>Act immediately to eliminate, substitute, isolate the risk or implement engineering controls within 24 hours. An identified extreme risk does not allow for the use of administrative controls or personal protective equipment, even in the short term.</p>
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	<p>Escalate to Health and Safety Services within 12 hours for case management.</p> <p>Report to Chief Executive and relevant Deputy Chief Executive within 24 hours.</p> <p>Briefing to Minister within 72 hours.</p> <p>Record on site and Health and Safety Services' Risk Register and Corrective Action Log.</p>
High	<p><b>Act immediately to eliminate, substitute, isolate the risk or implement engineering controls within 72 hours.</b></p> <p>Escalate to Health and Safety Services within 24 hours for inclusion in the Risk Register and Corrective Action Log.</p> <p>Report to relevant Senior Executive within 72 hours.</p> <p>Record on site and Level 2 Health and Safety Committee Risk Register.</p> <p>Manage and monitor by Level 2 Health and Safety Committee.</p>
Medium	<p><b>Take reasonably practicable steps to minimise the risk until elimination, substitution, isolation or engineering controls can be implemented within 7 days.</b></p> <p>Temporary administrative and/or personal protective equipment controls may be used but must not be considered permanent solutions.</p> <p>Report to site manager.</p> <p>Manage and monitor by the site Level 1 Health and Safety Committee.</p>
Low	<p><b>Take reasonably practicable steps to minimise and monitor the risk by establishing permanent controls within 30 days.</b></p> <p>Permanent controls may be administrative and /or personal protective equipment controls.</p> <p>Manage and monitor by site Level 1 Health and Safety Committee.</p>

### Hierarchy of Risk Control

The ways of controlling risks are ranked from the highest level of protection and reliability to the lowest as shown below. This ranking is known as the Hierarchy of Risk Control. The WHS Regulations require duty holders to work through this hierarchy when managing risk.

