

Risk Assessment – General Field Site Forest Education Foundation

Risk ratings given with control strategy in place (L= Likelihood, C= Consequences, R=Risk level)

No	Hazard	L	C	R	Control strategy
1	Uneven and irregular terrain, branches or tree roots on ground (leading to slips/trips/falls)	B	1	B1	<ul style="list-style-type: none"> • Students supervised by school and FEF staff at all times • Advise schools prior to excursion of the need to wear appropriate footwear and clothing for site and activities • Alert group to potential hazards and advise students not to run or carry sticks • Tell group to walk with care and maintain awareness of slippery surfaces (including loose gravel) • Walk on formed trails, where possible • First Aid kit carried by FEF staff and teacher at all times
2	Travel and movement on public roads	C	1	C1	<ul style="list-style-type: none"> • Students supervised when crossing/walking near or along roads • Students advised to stay on left side of road in a highly visible location, walking no more than 2 abreast
3	Snake bites	A	2	A2	<ul style="list-style-type: none"> • Advise schools prior to excursion of the need to wear appropriate footwear and clothing for site/activities (long, • Inform the school and students of potential snake hazards on arrival to site • Tell students to look carefully before putting hands and feet under rocks, into logs or into dense vegetation • FEF staff are first aid trained and carry compression bandage for initial treatment of snake bite

4	Other bites/stings (and possible allergic reaction)	A	1	A1	<ul style="list-style-type: none"> • Advise schools prior to excursion of the need to wear appropriate footwear and clothing for site/activities • Inform the school and students of potential bites and sting hazards on arrival to site • School to complete confirmation form prior to excursion, providing information on all known allergies • Teacher to inform FEF teachers of any students with known allergies on arrival to site • FEF to maintain awareness of the presence of ants/bees/wasp nests at all times • Tell students to look carefully before putting hands under rocks, into logs or into dense vegetation • FEF staff are first aid trained and carry bite relief cream for minor bite treatment • Teachers required to carry First Aid kit, including EpiPen at all times and notified of this prior to excursion
5	Sun Exposure (Sunburn/Dehydration/hyperthermia)	A	1	A1	<ul style="list-style-type: none"> • Teachers advised to bring sunscreen and follow Cancer Council recommendations • Seek shade where possible to avoid extended exposure • Teachers/students advised to bring ample water for the field trip • FEF staff to ensure regular breaks provided during the day • FEF staff to carry First Aid Kit, including cool pack at all times • If extreme heat is forecasted, trip will be postponed
6	Hypothermia	A	2	A2	<ul style="list-style-type: none"> • FEF staff advise teachers of appropriate protective clothing required, suitable for the forecasted conditions • FEF staff to carry thermal survival blanket in first aid kit
7	Weather/Environmental hazards (e.g.limb fall)	A	3	A3	<ul style="list-style-type: none"> • Route paths and stops checked for hazardous limbs, especially after storm events • Alternative routes/sites used if necessary • Trip postponed if bushwalkers alert/strong wind/severe weather warnings in place
8	General illness	A	1	A1	<ul style="list-style-type: none"> • Monitor participants – program adjusted as necessary (e.g., return to central area and administer first aid)
9	Medical issues due to pre-existing medical condition	B	1	B1	<ul style="list-style-type: none"> • Schools/students are advised of the likelihood of strenuous activity and to carry any appropriate medications and self-administer when required

					<ul style="list-style-type: none"> • School to provide list and inform FEF teachers of any students with pre-existing medical conditions that could impact their ability to participate in FEF excursions • School to provide adequate first aid supplies and carry at all times
10	Individual getting lost	A	2	A2	<ul style="list-style-type: none"> • Students advised to remain as a group and maintain sight of teacher at all times • FEF teacher will lead the group and remain at the front at all times. Teacher or accompanying adult to remain at the back of group where possible. • Regular head count conducted by teachers to ensure all students present • All accompanying adults to be given a lanyard with FEF contact information
11	Soil and plant pathogens	A	1	A2	<ul style="list-style-type: none"> • Students directed to wash hands after touching soil/decaying logs • Teachers to provide sanitiser to students if required
12	Water bodies	A	1	A1	<ul style="list-style-type: none"> • Students supervised at all times when near bodies of water • Students advised not to drink from streams/creeks/other bodies of water • Group to remain on dedicated walking trail at all times when close to creeks and streams
13	Fire	A	3	A3	<ul style="list-style-type: none"> • FEF staff to be aware of fire risk at all times • Check alerts for planned burns prior to all excursions • If the fire safety rating is deemed unsafe, field trip will be postponed • FEF staff to inform Land Manager/Owner of onsite activities and location details
14	Transmission of communicable disease	B	2	B2	<ul style="list-style-type: none"> • Students to wash and sanitise hands frequently throughout the day (provided by teacher) • Students or staff with COVID-19 symptoms are not attend • Adhere to government guidelines regarding Covid safe measures
15	Loss of phone contact (for emergency situations)	B	2	B2	<ul style="list-style-type: none"> • Land manager/owner and school notified of trip route, site locations and timing • FEF staff and/or vehicles have access to UHF and VHF radios when in remote locations
16	Shared walking paths and tracks - Mountain bike, Segway, dogs on lead, Injury caused by other user	B	1	B1	<ul style="list-style-type: none"> • FEF staff observe for other users and direct students to move safely aside • FEF staff instruct students not to interact with shared users e.g. Not to pat dogs or high five Segway drivers etc
17	Safeguarding of children – Inappropriate contact with children	A	3	A3	<ul style="list-style-type: none"> • FEF to ensure all teaching staff have current RWVP

Last Reviewed Jan 2024

Version 2.2

Review Annually

					<ul style="list-style-type: none"> • FEF staff and visiting group teachers are mobile, constantly vigilant and aware of students behaviour and location • Accompanying adults to check public toilets for other users before students access, and monitor the entrance during student use
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Probability- Likelihood



Very Likely C	C1 Medium	C2 High	C3 Extreme
Likely B	B1 Low	B2 Medium	B3 High
Very Unlikely A	A1 Low	A2 Low	A3 Medium
	Minor 1	Moderate 2	Major 3

Severity - Consequences



Low risk

Medium risk

Levels acceptable, given that strategies have been put in place to reduce the risk as much as is reasonably possible.

High risk

Extreme risk

Levels unacceptable, despite all reasonable strategies employed. Activity stopped.