

## Bush Kinder risk management plan

Excursion details			
Date(s) of excursion	Wednesdays from Term 2, 2025 until December 2025	Excursion destination	Seawinds Gardens, Arthurs Seat
Departure and arrival times	Banksia group 9am-12pm Wattle and Waratah Groups 1pm -4pm		
Proposed activities	Nature play	Water hazards? Yes If yes, detail in risk assessment below.	
Method of transport, including proposed route	No transport provided by the Preschool. Parents/Guardians will be dropping off and collecting their children from the garden using individual transport		
Name of excursion co-ordinator	Claire Anagnostelis, Crystal Soutar and Lisa Delaney		
Contact number of excursion co-ordinator	(BH )5986 1788	(M)	
Number of children attending excursion	22	Number of educators/parents/volunteers	3 Educators
Educator to child ratio, including whether this excursion warrants a higher ratio? Please provide details.	7: 1 Parents helpers may also be utilised during the bush kinder program which will raise this ratio.		
Excursion checklist			
<input type="checkbox"/> First aid kit		<input type="checkbox"/> List of adults participating in the excursion	

<input type="checkbox"/> List of children attending the excursion	<input type="checkbox"/> Contact information for each adult
<input type="checkbox"/> Contact information for each child	<input type="checkbox"/> Mobile phone / other means of communicating with the service & emergency services
<input type="checkbox"/> Medical information for each child	<input type="checkbox"/> Other items, please list

Risk assessment					
Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
Nature play and walking around the gardens.	Falling into the mud.  Getting wet from rain or puddles	Minor	Children will have access to wet weather suits Children will bring a change of clothes, if needed	staff and parent volunteers	
	Minor scratches and grazes from falling over.	Moderate	Reminding the children to walk and to watch where they are walking. Staff have a first aid kit available.	staff and parent volunteers	
	Picking up or touching unhygienic objects.	Moderate	The children will be monitored closely. The children will be given a talk about different unsafe items they might find.	staff and parent volunteers	

Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
	<p>Being stung/bitten by an insect.</p> <p>Snake bite</p> <p>Being approached by a wild animal</p> <p>Dogs</p>	Moderate	<p>Children will be instructed to wear suitable clothing and shoes for walking in nature.</p> <p>First Aid Kit will be available. Snake bite specific first aid kit is available.</p> <p>Children will be taught about respect for the natural environment we are in at Seawinds Gardens. They will understand we are in the animal's habitat and be taught to move slowly, observe the animals and respect their space.</p> <p>Snake safety education will be taught to the children before entering this environment. Children are taught to check for snakes when climbing over logs, moving through leaf litter and grasses, check closely when picking up sticks. If they encounter a snake then children will be taught to stand still, warn their peers and teachers with their voice and slowly back away from the snake if possible.</p> <p>If children are approached by an animal they will be taught to stand still and look down at the ground so as to appear none threatening.</p> <p>Dogs are not permitted at the nature reserve.</p>	staff and parents	
	Falling into the duck pond.	Low	<p>Children are fully supervised at all times and their whereabouts and actions are monitored.</p> <p>Children will not be permitted to climb over the fencing around the duck pond.</p>	staff and parent volunteers	

Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
Being in a public place	Getting lost	Moderate	<p>Children are fully supervised at all times and their whereabouts monitored.</p> <p>Children are also given boundaries, either natural boundaries, such as trees or logs, or they are instructed to remain in the sight of a teacher at all times.</p> <p>Children are considered to be capable and make considered decisions regarding their safety and vicinity to an adult. This autonomy and trust will be instilled into the children from day one of the bush kinder program.</p>	staff and parent volunteers	
Toileting	Accessing toileting facilities safely and with supervision	Low	<p>Children will be able to access the public toilets with the assistance of an adult.</p> <p>Children will also be introduced to the idea of a “bush wee”. This is something that will be introduced at the beginning of the program so children’s abilities and confidence with this will develop. Teachers will assist with this developing confidence and will instruct children on how this is done, assist with choosing appropriate places in the bush and using a privacy screen, such as a towel, if the child chooses.</p>	staff	
Playing on the Playground Equipment	Falling off and hurting themselves	Minor	<p>Children will not be permitted to use the playground equipment during the bush kinder session.</p> <p>Parents may choose to do this with their child after the session has ended and will be responsible for the supervision of their child on this equipment.</p>	Parents	

Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
Accessing medication	Children with additional medical needs needing treatment	Moderate	A fully equipped First Aid Kit accompanies the group on the excursion.  All children's individual management plans and medication are carried in a trolley with the group.	staff	
Climbing trees	Falling from tree  Scraping self on tree surfaces	Moderate	Children will be taught to only climb as high as they feel comfortable.  Children will never be lifted into a tree by an adult and must be able to gain access to a tree branch independently if they would like to climb it  Adults will be close by and monitor this activity for safety.  Adults will offer support and encouragement to children to build confidence in their physical skills, such as balance and co-ordination  Adults will carry a first aid kit at all times	Staff and parent volunteers	

Plan prepared by	Claire Anagnostelis, Crystal Soutar, Lisa Delaney		
Prepared in consultation with:	All bush kinder staff		
Communicated to:	All participating families		
Venue and safety information reviewed and attached	Yes / No  Comment if needed:		
Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.			

# Risk Matrix

Likelihood	Consequence					
		Insignificant	Minor	Moderate	Major	Catastrophic
	Almost certain	Moderate	High	High	Extreme	Extreme
	Likely	Moderate	Moderate	High	Extreme	Extreme
	Possible	Low	Moderate	High	High	Extreme
	Unlikely	Low	Low	Moderate	High	High
	Rare	Low	Low	Low	Moderate	High