



Risk Assessment Potential Emergencies – Coolamon School of Early Learning

Type of Incident: Potential risk during emergency situations

Long Term Preventative Action:

- Ensure all educators are aware of Emergency and Evacuation Procedures and their role in the event of an emergency
- Ensure service practices emergency and evacuation drills on a regular basis
- Ensure all educators maintain active supervision and awareness of the children in care.
- Ensure educators maintain awareness of environment/weather conditions whilst outdoors.
- Ensure emergency bags, first aid supplies, rolls, staff roster, emergency contacts and mobile phone are regularly checked and easily assessable in the event of an emergency.
- Support all children to understand emergency and evacuation procedures and expectations where possible

SHR/Approved Provider/Nominated Supervisor/Director Name: Ann Marie Chemello

This Risk Assessment was prepared in consultation with: Jennine Kingston (Centre Manager) & Erin Kingston (Practice Manager) **Date:** 1.8.22

RISK ASSESSMENT					
Activity	Hazard identified	Risk assessment (use matrix)	Eliminating control measures	Who	When
Emergency Evacuation	Fire in the building	Moderate	- Ensure food coordinator does not leave any cooking food unattended - Please see Long Term Preventative Actions above	All Staff	As and when it occurs
			Fire in the surrounding area where the service may be in danger		

	Gas leak within the service	Moderate	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
Lockdown	Severe storm	Moderate	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
	Excessive smoke	Low	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
	Potentially dangerous unwanted or uninvited intruder	Moderate	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
	A dangerous animal, insect or reptile	Moderate	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
	Chemical or hazardous substance spill or gas leak	Moderate	Please see Long Term Preventative Actions above	All Staff	As and when it occurs
Medical Emergency	Any emergency case of anaphylaxis, asthma or seizure	Moderate	<ul style="list-style-type: none"> - Ensure all relevant staff maintain current first aid/CPR, food safety and allergy aware training - Ensure children's action plans and individual risk assessment and management plans are regularly reviewed updated - Please see Long Term Preventative Actions above 	Management All Staff	First aid – 3 yearly CPR, Allergy Aware, Food Safety, Action plans and risk assessments – 12months
	Any other serious injury or illness resulting in a child requiring transportation via an ambulance	Moderate	<ul style="list-style-type: none"> - Ensure all relevant staff maintain current first aid/CPR - Please see Long Term Preventative Actions above 	Management All Staff	First aid – 3 yearly CPR – 12 months As and when it occurs

Risk Matrix

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood						
	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