

Hazard and OHS Risk Assessment Report Form

Education Program: Country

Location: Mugga-Mugga Cottage Narrabundah Lane, Symonston ACT 2609

		Yes	No	Comments
Insurance	Does the venue has public liability cover?	4		
Access	Are access to and egress from Mugga-Mugga Cottage safe and without risk to health?	4		
	Is the venue for the <i>Country</i> program wheelchair accessible?		4	Mugga-Mugga cottage was built in the 1830s and is not readily accessible to wheelchairs. Students also cross rough paddocks which are also not readily accessible to wheelchairs.
	Are disabled toilets available?	4		
Emergencies	Does Mugga-Mugga Cottage have emergency procedures in place?	4		
	Are staff trained to deal with emergency situations?	4		At least one of the Presenters of all programs holds a current first aid certificate.
Construction/Maintenance/Repair	Are licensed personnel used for all construction, maintenance and repair work?	4		
First Aid	Are first aid kits available at Calthorpes' House?	4		
	Is there a trained first aid officer at the venue?	4		At least one of the Presenters of all programs holds a current first aid certificate.

Hazard/Risk Description (task /activity)	Potential Hazards/Risk likelihood and consequences. (risk of event happening)			Risk Value	Control Measures (recommended controls)	Date Controls Implemented
	Likelihood	Consequences	Exposure			

risk of trips and falls while walking across a paddock	conceivable but very unlikely	noticeable	very rare	- 44.5 very low	Students are warned of the risk. Students are expected to stay with the group and behave in a sensible manner.	These controls have always been part of this program.
risk of falling into the well	conceivable but very unlikely	noticeable	very rare	- 44.5 very low	The well is fenced off. No students or teachers are allowed inside the fence. Students and teachers are requested not to lean on the fence.	
risk of contamination from the water bottle in the well	conceivable but very unlikely	noticeable	very rare	- 44.5 very low	The water in the bottle is tap water. The bottle is sealed while it is in the well. Students do not touch the bottle – each student has a small amount of water tipped into their mouths by the presenter.	
lifting heavy objects: buckets	unusual but possible	noticeable	very rare	- 21.5 very low	Buckets are lifted on a yoke that fits across students' shoulders. The presenter checks each student to ensure that the yokes sit properly. The buckets are only filled to about ¼ full. No student carries the buckets very far.	
risk of bumping heads on low lintels	unusual but possible	noticeable	very rare	6.5 low	Students are warned of the risk.	
risk from tripping on uneven stairs	remotely possible	noticeable	rare	- 26.5 very low	Students are warned of the risk.	

risk of tripping on uneven carpeting	remotely possible	noticeable	rare	- 26.5 very low	Students are warned of the risk.	
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Risk Assessment Conducted By: Jo Pillinger, Education Manager.....Date:.....Signature.....

Manager Endorsement: Ian Stephenson, Director, Historic Places ACT.....Date:..... Signature.....

Review Date:.....