



RISK ASSESSMENT

In order to comply with the Education and Care Services National Regulation (Part 7, Division 5, Regulations 111 and 112) the service will undertake thorough risk assessments for all excursions, emergency procedures and other occasions which present significant risk. This is to ensure the safety and wellbeing of all children, educators, volunteers, work experience students and visitors.

Procedure:

- Prior to going on any excursion, the service will conduct a risk assessment of the outing using recognised assessment tools and practices.
- Risk assessments will be reviewed annually as required.
- The Director will approve risk assessments, if there is any uncertainty the risk assessment should be countersigned by the Governing Council or nominee.
- Risk assessments will be provided to the educator responsible for running the excursion in advance of the holiday period it is to be run, and will be made available to all educators and families on request.
- Special consideration will be given to previous ratio requirements when planning excursions and conducting risk assessments.
- Emergency procedure risk assessments will be reviewed annually or earlier as required.

For more information see Education and Care Service National Regulations under the Education and Care Services National Law – 2011 at www.acecqa.gov.au

Policy reviewed	Previous modifications	Next review date
26/10/2021	NO CHANGES	2022