

Numinbah Valley Environmental Education Centre

Curriculum Activity Risk Assessment

Activity Details

CARA Creation Date: 19-Apr-2021			
Activity:	Other	Activity Name:	Forest Walk
Guidelines:	https://education.qld.gov.au/curriculum/school-curriculum/CARA/activity-guidelines		
Activity Description:	Forest Walk- Students are taken through the tracks surrounding Numinbah Environmental Education Centre and its surrounds. The maximum distance is 2 km if all paths are taken. Tracks are easy grade. Teachers point out the biological features of the forest and the European and indigenous history of the area.		
Inherent Risk Level:	Medium		
Inherent Risk Level Description:	Some chance of an incident and injury requiring first aid		
Start Date:	Monday, 26 April, 2021	End Date:	Saturday, 26 April, 2025
On School Grounds:	Yes	Is parental permission required for this activity?	No

Mandatory/Special Requirements

Provide information about mandatory/special requirements for each activity that is to occur in the Other Details box below.	
Check if relevant Codes of Practice/ CARA activity guidelines exist for each activity and ensure the minimum requirements are met.	
First aid kit and trained staff should be easily accessible.	

Risk Management Details

Supervision Requirements

Provide information about supervision for each activity that is to occur in the Other Details box below.	
Check if relevant Codes of Practice/ CARA activity guidelines exist for each activity and ensure the minimum supervision requirements are met.	
Supervision requirements determined as part of booking process. Visiting school to identify and provide additional supervision for identified students as required.	

Qualification Requirements

Provide information about the leader/supervisor's relevant qualification and/or competence for each activity that is to occur in the Other Details box below.	
Check if relevant Codes of Practice/ CARA activity guidelines exist for each activity and ensure the minimum qualification requirements are met.	
Suitably qualified, trained or experienced adult.	

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Equipment/Facility Requirements

Provide information about equipment/facilities for each activity that is to occur in the Other Details box below.

Check if relevant Codes of Practice/[CARA activity guidelines](#) exist for each activity and ensure the minimum equipment/facility requirements are met.

Track to be inspected on day of activity, prior to commencement.

Hazards and Control Measures

Provide information about the identified risks and planned control measures for each activity that is to occur in the Other Details box below.

Check if relevant Codes of Practice/[CARA activity guidelines](#) exist for each activity. Information on managing common hazards and risks in the school environment can be found at [Hazards and Risks](#).

Dehydration - Activity duration kept short , usually 1 hour. Students able to drink before & after the activity.

Environmental conditions - Assess weather conditions before activity commences. Ensure students have appropriate clothing for the conditions (cold, heat, wet, dry). Students instructed to wear hats.

Falling objects - monitor surrounds for fall hazards.

Water (Hinze Dam) - Students are not allowed to swim. Safe distance is maintained between students and water at all times.

Medical Conditions - Visiting teacher to carry medical forms & relevant emergency treatments. Conditions should be notified to NVEEC staff members prior to commencement. Provide additional adult supervision as deemed necessary.

Slip/Trip/Falls - Inspect track on day of activity, prior to commencement. Students are to walk only.

Wildlife - The NVEEC teacher leads the walk to manage wildlife risks as they occur

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Planning Considerations

Which students will be involved?

- Consider the number of students, size of student groups and students' capabilities e.g. age, experience, competence, fitness, maturity.
- Consider any individual student needs e.g. personalised learning, support provisions (including behaviour support plans), health management (including health plans and prescribed medication requirements).

Where will the students be?

- Consider the location of the activity e.g. remote/easily accessible, public /private, school/classroom/workshop/other.
- Is the number of students appropriate for the available space?
- If outdoors – sunsafe strategies are implemented; weather and environmental conditions are assessed before and during activity (e.g. temperature, storms, water currents, tides); and strategies to reduce the likelihood of viruses, allergies and skin infections caused by insects (e.g. ticks, mosquitoes, spiders) and other animals are applied.
- The site is checked for hazards (e.g. poisonous plants, dangerous animals, uneven terrain, barbed wire,) and necessary controls implemented.
- Activities are appropriately situated in relation to buildings, pedestrians, members of the public, vehicles and other activities e.g. designated areas for activity, spectators and vehicles are established.

What will the students be doing?

- Consider the nature and duration of the activity i.e. need for drinking water, food, rest, appropriate clothing, warm-up and warm-down.
- Instruction in rules and pre-requisite skills is provided.
- Student skills are developed in a progressive and sequential manner.
- First aid and emergency medical treatment provisions are appropriate for the type of activity and location e.g. first aid kit, first aid trained personnel, Ventolin®, Epipen®, and students' personal prescribed medications as required in health plans are available.
- Emergency response strategies are in place e.g. communication plans (e.g. mobile phone, walkie talkie), safety induction, evacuation plans.
- Hair, clothing, footwear and jewellery are worn in a manner that is appropriate and safe for the activity.
- Personal items, e.g. drink bottles, towels and mouthguards, will not be shared between students.

What will the students be using?

- Instruction in safety procedures and safe handling of equipment is provided.
- Equipment is suitable for the activity, properly maintained, appropriately used and complies with the relevant safety standard.
- [Relevant department procedures and guidelines](#) are adhered to for the use of equipment and work processes.

Who will be leading the activity?

- A registered teacher has overall responsibility for the activity.
- Sufficient adult supervision is in place to manage the activity safely (including in emergency situations).
- The activity leader has the competence (knowledge and skills) to plan, induct, instruct and manage the activity safely for students and others.
- There are sufficient adults present with current First Aid qualifications (including CPR) or ready access to qualified first aid personnel.
- Blue Card requirements are adhered to for leaders/volunteers.

I have incorporated the above factors when planning my risk management strategies for this activity.

Additional activity-specific requirements for students with specialised learning needs are provided in the Other Details box below.