



Venue and safety information for Educational excursions to Warragamba Dam.



This venue and safety information assessment has been provided to assist risk management planning for educational excursions to WaterNSW's Warragamba Dam site.

While WaterNSW has taken care to identify the possible hazards on the site, conditions can change daily due to the operational nature of Warragamba Dam. It is very important therefore to follow the directions of WaterNSW staff on the day.

Name of workplace: Warragamba Dam (WaterNSW)

Name of workplace manager: Caroline Dearson

Location:

Warragamba Dam Visitor Centre,
Production Ave, Warragamba 2752

Contact: 02 4774 4433

Web address: www.watarnsw.com.au

Email: education.mail@watarnsw.com.au

Insurance: *Does the venue have public liability cover?*

Yes No

Risk Assessment Matrix				
How serious could the injury be?	How likely is it to be that serious?			
	very likely	likely	unlikely	very unlikely
Death or permanent disability	1	1	2	3
Long term illness or serious injury	1	2	3	4
Medical attention and several days off	2	3	4	5
First aid needed	3	4	5	6

Severity – is a measure of an injury, illness or disease occurring. When assessing severity, the most severe category that would be most reasonably expected should be selected.	Likelihood – is defined as the potential that an accident will happen that may cause injury or harm to a person. When making assessment of likelihood, you must establish which of the categories most closely describes the probability of the hazardous incident occurring.
Legend	
1 and 2 Extreme risk; consider elimination of the activity. Otherwise determine controls that are reasonably practicable to minimise the risk.	
3 and 4 Moderate risk; determine controls that are reasonably practicable to minimise the risk	
5 and 6 Low risk; manage by routine procedures.	

Location/activity	Hazard identification type/ Causes	Current Controls	Risk Matrix Score	Elimination or Control Measures	Who	When
WaterNSW Warragamba site General supervision General access/ movement around site Use of picnic areas <ul style="list-style-type: none"> morning tea 	Operational site	Safety walk completed daily by WaterNSW Educator	-	All teachers and parent helpers must read the venue risk management form prior to the excursion day	WaterNSW Educators and accompanying teachers	Duration of visit
	Inadequate supervision of students	Supervision of students prioritised at all times	-	WaterNSW staff are to provide teachers/parent helpers with a compulsory onsite safety induction at the beginning of excursion including evacuation procedures		
	Separation from group	Phone and road access are within 100 metres all activities	3	Teacher/ parent helper to student ratio of 1:15		
	Public interaction	WaterNSW Educators hold a current Working with Children Check	6	Students briefed on appropriate behaviour <ul style="list-style-type: none"> moving as a group following instructions walking no climbing, leaning or sitting on handrails no throwing objects 		

<ul style="list-style-type: none"> • lunch • play • toilet facilities 	Uneven ground surfaces, steps		3	Advise students of uneven ground surface		
	Slips, trips and falls	WaterNSW Educators are trained in Provide First Aid	3	Teachers to supervise students at all times, including ascending/ descending stairs		
	Stinging insects	WaterNSW first aid kits are within 100 metres of all activities	4	Use designated pathways and walkways at all times, including use of pedestrian crossings		
	Snakes and Spiders	WaterNSW first aid kits are within 100 metres of all activities	3	Do not approach wildlife. Stinging insect nests are removed if detected prior to excursion. In the event of any swarms, the excursion route will be modified		
	Environmental exposure (sun, wind, rain)	Visiting teachers carry their school First Aid Kits to all locations	5	Spiders are regularly controlled by pest control companies		
	Vehicles		2	Ensure appropriate dress for the day including hat, sunscreen, raincoat, drink bottle and flat enclosed shoes		
				Maximum vehicle speed limit ranges between 10km/h – 30km/h		

General health	Mobility, asthma, diabetes, allergic reactions, heart conditions, behaviour problems	Activity sites monitored before and during use Communication systems in place First Aid Kits available	6	Advise WaterNSW staff of mobility issues to allow alternative arrangements as required - Where possible groups will source a teacher's aide or parent helper Students reminded to bring any Health Management Plans and medication as needed Measures are taken to eliminate, avoid or minimize exposure to known allergens	WaterNSW Educators and accompanying teachers	Prior to and during all school visits
Warragamba Dam - Visitor Centre	Public interaction via shared toilet facilities	Visitor Information Officer monitors current use	6	Communication with Visitor Information Officer to determine whether toilets are currently being used by members of the public	WaterNSW Educators and accompanying teachers	During delivery of teaching program
Audio visual presentation	Slip hazard/ spilt water	Floor areas monitored	5	Clean/ mop up any spills		
Hands on activities	Water testing equipment and chemicals	WaterNSW Educators to assess equipment	6	Supervision by school teachers with guidance from WaterNSW staff		

Water for Life exhibition	Environmental water samples	prior to and during use	6	Use all equipment as per the instructions/ Safety Data Strips provided in a controlled setting		
	Eye injury	First Aid Kits available	5	Wear additional PPE, including safety glasses, disposable gloves as directed		
	Slips, trips and falls		4	Use ramp to Visitor Centre Advise visitors that stairs to lower viewing platform can be slippery when wet		
Warragamba Dam - Outdoor lesson and inspection	Identification of designated leader	High visibility clothing as per WaterNSW Safety requirements	-	WaterNSW Education Officer uses a portable speaker	WaterNSW Educators and accompanying teachers	During delivery of teaching program
Exterior of Warragamba Dam				Students will return to the bus if WaterNSW staff deem their behaviour to be unsafe		
Crest level and valve house level	Falling from heights, fear of heights, vertigo		1,6,6	During the outdoor classroom component, adults must be at the front and at the rear of the group		

<p>Gallery 190 and west bank training wall</p> <p>** Subject to WaterNSW operational requirements on the day.</p>	<p>Hot metal surfaces (handrails)</p> <p>Low ceilings and low hanging objects</p> <p>Light outage</p> <p>Slips, trips and falls</p> <ul style="list-style-type: none"> • Crane Tracks • Slips/ Wet surfaces 	<p>First Aid Kits available</p> <p>Automatic emergency lighting then</p> <p>Generator backup within 30 seconds</p> <p>Gallery 190 cleaned regularly</p>	<p>5</p> <p>5</p> <p>4</p>	<p>Students briefed on appropriate behaviour</p> <ul style="list-style-type: none"> • advised not to touch Aerofoil rails • moving as a group • following instructions • walking • no climbing, leaning over or sitting on Aerofoil rails or other handrails • no climbing any fence, wall or structure • no throwing objects • keep both feet on the ground at all times • if entering Gallery 190 students warned of potential light outage, low ceiling and potential for wet, slippery floor 		
<p>Equipment</p> <p>The equipment listed is indicative only. Resources used will be age and subject appropriate and selected pre-excursion in discussion with teacher contact.</p> <p><i>Is all equipment at the venue maintained in accordance with the WHS Regulation, appropriate standards and codes of practice?</i></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>				<ul style="list-style-type: none"> • Worksheets and/or clipboards • Miscellaneous stationery – pencils, pens, paper, erasers • Tape measures, magnifying glasses, binoculars • Water testing equipment – turbidity tubes, electrical conductivity metres, pH, phosphate, and nitrate test strips • Catchment models, water bottles • Environmental water samples 		

