

Risk Assessment
 SCHOOL, VACATION CARE, ORGANISATION EVENT
GAME SHOW EVENT



Identify Activity <i>Funtime Kids Parties Game Show Event</i>		Location <i>Indoor location, Hall, Event space or Private Property</i>		Who May Be At Risk <i>Participants (children and adults), Supervising Adults, Funtime Staff</i>		
Tasks	Hazards	Risks	Risk Rating			Existing Control Measures
			Likelihood	Impact	Risk Assessment	
<i>Staff transporting, setting-up, cleaning, and packing up equipment</i>	<i>Moving and placing heavy equipment to the designated area</i>	<i>Trip hazards, children underfoot, unsafe logistics</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Supervising Adults to keep children away from the setup area. Funtime Staff to use safe practices while moving and placing equipment. Funtime Staff to use the safest possible locations for equipment, obstacles, and storage.</i>
<i>Game show equipment table in relation to electrical power outlet</i>	<i>Distance High foot traffic Uncontrolled children walking between staff, equipment and power outlet.</i>	<i>Trip hazard Trip hazard and damage to cable Trip hazard and damage to cable</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>The Event Organizer/ Organization is to ensure there is a safe and nearby power outlet able to be used for the event. Supervising Adults are to ensure that children do not run or play unsupervised or uncontrolled around the event equipment. Funtime Staff is to express any concerns about safety to the Event Organizer/ Organization and Supervising Adults. Funtime Staff is to seek out the safest path for the cabling and use measures (such as careful placement and tape) to make trip hazards as unlikely as possible.</i>

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						Staff is to remind children NOT to run around the equipment.
Water and Liquids Prizes (Lollies)	Water Allergic reactions	Electrical Hazards & Device Damage Slipping hazard Allergic reactions	Rare	Major	Medium	Supervising Adults and Funtime Staff are to ensure that these events are away from all possible electrical equipment and devices. Children are NOT to be carrying devices that may be affected. Supervising Adults are to keep control of children to ensure they do not run about and slip on the ground. Children must follow the instructions given by the Funtime Staff. The Event Organizer/ Organization and Supervising Adults have the responsibility of assessing and excluding the participants who might have allergies that could be affected by items used during a particular event.
Game Equipment	Tongs, Plastic cricket bats, Pool noodles, Ping pong balls Buckets, bowls, and obstacles	Trip Hazards Allergic reaction	Likely	Minor	Medium	Supervising Adults are to ensure that children do not run or play unsupervised or uncontrolled around equipment and the play area. Funtime Staff are to express any concerns about safety to the Event Organizer/ Organization and Supervising Adults. Funtime Staff is to seek out the safest path for cables

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	<p><i>Paper items, such as tissue box and toilet paper</i></p> <p><i>Latex items, such as balloons and safety matting</i></p>					<p><i>and obstacles, and use measures (such as duct tape, and clearing away refuse) to make trip and bump hazards as unlikely as possible.</i></p> <p><i>Supervising Adults have the responsibility of assessing and excluding the participants who might have an adverse allergic reaction to each of the events.</i></p>
<i>Physical play</i>	<p><i>Dangerous gameplay</i></p> <p><i>Response to physical play</i></p>	<p><i>Events such as choking, and misuse of equipment</i></p> <p><i>Adverse response to physical play</i></p>	<p><i>Rare</i></p> <p><i>Rare</i></p>	<p><i>Minor</i></p> <p><i>Insignificant</i></p>	<p><i>Low</i></p> <p><i>Low</i></p>	<p><i>Funtime Staff are to use Participating Adults for more dangerous tasks and gameplay.</i></p> <p><i>Funtime Kids Parties has set age recommendations based on typical behavioral development.</i></p> <p><i>The Supervising Adults have the responsibility of assessing and excluding the participants who might have an adverse reaction to physical play of the event.</i></p>

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<i>Play Area</i>	<i>Floor surface, furniture, and obstacles</i>	<i>Trip hazard</i> <i>Bump hazard</i> <i>Fall hazard</i> <i>Slip hazard</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<p><i>The Event Organizer/ Organization is to work with Funtime Kids Parties to ascertain suitable areas for the event prior to the day of the event.</i></p> <p><i>Staff to ensure that the location of the play areas within the event location is optimal - including avoiding high traffic areas, uneven floors, furniture, décor, and floor surfaces.</i></p>
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Who Conducted the Risk Assessment?

Completed by: *Jack Carlos, Funtime Kids Parties Director*

Signature:

Date: *1/7/22*



		Impact				
		Insignificant	Minor	Moderate	Major	Severe
Likelihood	Almost Certain	Medium	High	High	Very High	Very High
	Likely	Medium	Medium	High	High	Very High
	Possible	Low	Medium	High	High	Very High
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Medium	Medium	Medium

RISK RATING MATRIX

Likelihood	Almost Certain	Is expected to occur in most circumstances
	Likely	Will probably occur in most circumstances
	Possible	Could occur at some time
	Unlikely	Not likely to occur in normal circumstances
	Rare	May occur only in exceptional circumstances

Impact	Insignificant	Injuries not requiring first aid
	Minor	First aid required
	Moderate	Medical treatment required
	Major	Hospital admission required
	Severe	Death or permanent disability to one of more persons