



Identify Activity <i>Funtime Kids Parties Fun & Games</i>		Location <i>Outdoor play area, public parks, Sports grounds, School Grounds, School Hall, Indoor Hall</i>		Who May Be At Risk <i>Participants (children), Supervising Adults, Funtime Staff, Passers-By</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 play 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>Set up</i>	<i>Debris or obstructions Unsupervised or Uncontrolled children</i>	<i>Trip hazard Trip hazard</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>The Event Organizer/ Organization is to ensure there is a safe and hazard free environment for play via WHS Outdoor play area checklists. Supervising Adults are to ensure that children do not play unsupervised or uncontrolled around the designated play area before, after and during the event. Funtime Staff is to express any concerns about safety to the Event Organizer/ Organization and Supervising Adults. Funtime Staff are</i>



						to set up the event in a hazard free environment to host the event.
Weather	Rain	Slipping hazard	Possible	Minor	Medium	Supervising Adults and Funtime Staff are to ensure the safety of the children by reducing slipping hazards. Transferring the Outdoor event to Indoor facilities will be recommended in the event of rainfall.
Equipment	Sports balls Sport equipment	Trip Hazard Trip Hazard	Possible	Minor	Medium	Supervising Adults are to ensure that children do not play unsupervised with the equipment provided. Funtime Staff are to ensure the sports balls are safe to use before commencing activities. Funtime Staff are to ensure the sports equipment provided is safe to use before commencing activities.
Physical play	Response to physical play	Adverse response to physical play	Rare	Insignificant	Low	Funtime Kids Parties has set age recommendations based on typical behavioral development. The Supervising Adults have the responsibility of assessing and excluding the participants who might have an adverse reaction to physical play of the event.



<p><i>Play Area</i></p>	<p><i>Passers-by, dogs, non-participant children nearby</i></p> <p><i>Trees, ground surface, terracing, park furniture, permanent sports equipment, debris, or obstructions</i></p>	<p><i>Play interruption</i></p> <p><i>Trip hazard</i></p> <p><i>Bump hazard</i></p> <p><i>Fall hazard</i></p> <p><i>Slip hazard</i></p>	<p><i>Possible</i></p>	<p><i>Major</i></p>	<p>High</p>	<p><i>Supervising Adults and Funtime Staff are to watch out for possible play interruptions, such as dogs, and non-participant children, and assist in their safe passage around or through the play area as safe as possible.</i></p> <p><i>Event Organizer/ Organization is to work with Funtime Staff to ascertain suitable areas for the entire Ultimate Sports program prior to the day of the event.</i></p> <p><i>Funtime Staff is to ensure that the location of the play areas within the park, play area, school grounds etc. - is optimal - including avoiding busy areas of the park, avoiding off-leash areas, location of park furniture, play structures and permanent sports equipment - and ensuring suitable ground coverage and landscaping for the event to take place.</i></p>
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Who Conducted the Risk Assessment?

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

Signature:

Date: *1/7/2022*



RISK RATING MATRIX

		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

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