|  |  |  |  |
| --- | --- | --- | --- |
|  | Risk | Management | Emergency |
| Environmental Factors | Motor vehicle/cycleway/pedestrian conflict around car park* Impact injury
 | * Wait for educator before entering site
	+ Gather on grassed area next to carpark away from cars
* **OR** – if raining heavily move directly to Trout Centre building using paths and await educator arrival
 |  |
| Open waterways (Tongariro River, Waihukahuka Stream, pond)* Fall in
* Drown
 | * Safety briefing prior to entering site **OR** – if raining move directly to Trout Centre building using paths and await educator arrival
	+ Remain on pathways unless instructed
	+ Do not run on site
 |  |
| Accessing waterways (Tongariro River, Waihukahuka, pond)* Slip over
* Drown
 | * Safety briefing
	+ Recognise algae growth can be slippery
	+ Don’t throw stones in the river
	+ Check footing before shifting weight
* One student to access river at a time
* No deeper than mid-calf
* 1-1 adult-child supervision in water
 |  |
| Falling objects trees/rocks* Impact injury
 | * Safety briefing
	+ Follow instructions of Educator
	+ Allow Educator to lead
* Educator to identify potential new hazards
* Avoid identified hazards/use alternative paths
 |  |
| Insects* Bites/stings
* Anaphylaxis
 | * Identify relevant allergies *prior* to visit
	+ Bring appropriate medical supplies/Epipen
* First Aid kit accessible
* Refer serious cases to hospital
 | * Group carries first aid kit
* First Aid kits also available in Visitor Centre and Classroom
 |
| Slippery decks* Falling
 | * Safety briefing
	+ No running on site
	+ Be aware of slippery surfaces
 |  |
| Banks / edges / slippery areas * Falling
 | * Safety briefing
	+ Remain on paths
	+ No running on site
	+ Stay behind guide (educator)
	+ Do not approach open waterways unless instructed to do so
 |  |
| Low temperatures/rainhot and sunny conditions* Hypothermia
* Heat stress
* Sunburn
 | * Obtain weather report prior to visit
* Bring appropriate clothing/protective gear
	+ Warm clothing
	+ Wind protection
	+ Raincoat
	+ Sun-hat
	+ Sunscreen
	+ Water
* Check students have appropriate clothing prior to visiting site
 |  |
| Flood – Tongariro River* Drowning
 | * No access to river when in flood
* Educator to assess prior to group arrival
 |  |
| Earthquake* Impact injury
 | * Drop, Cover, Hold
 |  |
| Eruption* Impact injury
* Ash inhalation
 | * Move to visitor centre as instructed
* Return to Turangi when safe
* Follow emergency services instructions
 |  |
| Fire* Burns
* Smoke inhalation
 | * Exit in orderly fashion
* Assemble at whio aviaries
 | * See assembly area on attached map
 |
| Equipment | Fish-hook flying behind anglers* Eye or delicate tissue injury
 | * Safety briefing prior to fishing
	+ Remain behind barrier chain
	+ Do not walk behind anglers
	+ Follow all instructions of anglers and educator
	+ Wear the provided safety glasses
 | * First Aid kit in Classroom
* Any fish-hook injury to be seen by a qualified doctor
 |
| Filleting/knife use* Lacerations
 | * Parents/teachers to gut fish; or:
* With parent/teacher permission *and* supervision, responsible students may gut fish
* Students to stand back from table when not handling gutting equipment
 | * Any knife injury to be attended by a qualified doctor after initial first aid
 |
| People | Inappropriate behaviour* Injury to self or others
 | * Students briefed on appropriate behaviour
* Students failing to adhere to instructions may be unable to experience the full visit
 |  |
| Lack of supervision* Injury to self or others
 | * Supervisory ratio of 1 adult to 10 students to be maintained
 |  |
| Drop-off and pick-up* Students/staff kept waiting
 | * Groups will be met at public carpark by educator(s)
* If it is raining heavily, move directly to the Trout Centre building following the paths; the educator will meet you there.
 | * If running late, or educator not present call: 027 216 4286,
* If no response, call 027 575 1397
 |
| Medication* Distress
 | * Caregivers to ensure students have appropriate medication with them if required
 |  |



Assembly area