



School Risk Assessment

MATRIX

What is the likelihood and consequence of this event occurring?	Very Likely. It could happen at any time. VL	Likely. It could happen sometime. L	Unlikely. It could happen but very rarely. U	Very Unlikely. It could occur but probably never will. VU
Fatality. Permanent disability. F	1	2	3	4
Serious injuries. (e.g. broken leg) S	2	3	4	5
Minor injury. Medical attention. Several days off. M	3	4	5	6
Negligible injury. N	4	5	6	7



RISK IDENTIFICATION, ASSESSMENT AND CONTROL FOR STARR'S PLANETARIUM.

Activity.	Hazard. Type/Cause.	Risk Management. (Likelihood, consequence, and rating. Use matrix.)	Elimination and/or Control Measures.	Who.	When.
Arrival and departure of the venue.	Separation of a student from the group.	L. N. 5.	<ul style="list-style-type: none"> • Teacher supervision. • Call the roll. • Buddy system. 	Teachers Students.	At all times.
Occupation of waiting area(s)	Fall, trip or slip.	L. M. 4.	<ul style="list-style-type: none"> • Teacher supervision. • Clear items from the waiting area. • Students to remain seated until permission to move is granted. 	Teachers. Students.	While in the waiting area.
Entering and exiting the dome.	Fall, trip or slip.	L. M. 4.	<ul style="list-style-type: none"> • Teacher supervision. • Students enter and exit sensibly in a single file. 	Teachers. Students	When entering and exiting the dome.
During the presentation.	Fall, trip or slip.	L. M. 4.	<ul style="list-style-type: none"> • Teacher Supervision. • Students to remain seated inside the dome. 	Teachers. Students.	During the presentation.
During the presentation.	Injury from equipment. Electrical Hazard.	VU. S. 5.	<ul style="list-style-type: none"> • Teacher supervision. • Clear instruction from teachers not to touch any equipment. 	Teachers.	During the presentation.
Emergency evacuation.	Electrical outage. Fire. Bomb threat. Terrorist attack. All other emergencies.	VU. F. 4.	<ul style="list-style-type: none"> • Teachers learn emergency evacuation for the venue. • Teachers explain these procedures to students prior to entering the venue. • Teachers advise planetarium staff of any danger and/or evacuation plan. • The school/venue has compliant fire safety measures in place. • Follow instructions for leaving the dome from planetarium staff. 	Teachers. School. Venue. Planetarium staff.	At all times.
All general activities	Asthma attack, Epileptic fit or similar. General illness.	L. S. 3.	<ul style="list-style-type: none"> • Secure copies of students' medical records. • Note students with special needs. • Ensure all medications are on hand for students requiring them, along with correct dosage information. • Students with asthma carry Ventolin or similar as required. • The school/venue has compliant medical safety measures in place. 	Teachers. School. Venue.	At all times.