

| WHS Risk Management Plan for use of the MidCoast Council/ MidCoast Water Catchment Model | | | |
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| The catchment model is an educational tool which is transported in a trailer. It has a solar powered pump and full operation uses water and various additives. 'Staff member' refers to staff from MidCoast Council who have been trained in the use of the model. For the protection of the model it will be accompanied by a staff member at all times. | | | |
| Hazard/Risk Identification | Priority | Risk management Plan – Elimination or Control Measures (Elimination, Substitution, Isolation, Engineering, Administration, PPE) | WHO ? |
| Vehicle pulling trailer into position, and departing: collision with people | 3 | Area to be kept clear of people while vehicle is moving. Children to be under adult supervision. Driver to exercise caution. | Staff/ adult helpers |
| Uncoupling trailer, trailer rolling: collision with people, injury from lifting/ manoeuvring heavy object | 4 | Only uncoupled when necessary. To be completed by staff member or an experienced adult only, with appropriate assistance. Trailer wheels chocked if ground has any slope. | Staff/ adult helpers |
| Solar pump and power supply cable near water: electrocution | 5 | Only use equipment supplied which has been designed for the purpose. Conduct regular checks for damage to equipment, do not use damaged equipment. Turn power off at the first sign of a fault. | Staff |
| Solar pump cable from trailer to model: tripping | 5 | Minimise amount of cable on the ground. Make sure cable is flat to ground, put a mat on it if possible. Highlight risk to participants. | Staff |
| Filling the model with water: injury from lifting heavy loads | 4 | Two people to carry full water tub or heavy water containers. If two people not available use smaller buckets provided and fill to a manageable level, or find a hose. Do not lift if there is a risk of aggravating an existing injury. | Staff/ adult helpers |
| Lifting model and base between trailer and demonstration position: injury from lifting heavy loads, risk of dropping model on person | 4 | Two fit people at least required. When lifting lift from the hand holds at the base, do not lift from the white rim of the model. Use correct lifting technique. Do not lift if there is a risk of aggravating an existing injury. Ensure that the path is clear of children. | Staff/ adult helpers |
| Square corners on model: cuts and bruises | 5 | Children to be supervised at all times, model to be 'out of bounds' in the school ground when no adult is present. No running near the model. | All |
| Outdoor model demonstrations: exposure to heat, cold, rain, wind | 4 | In inclement weather locate model in appropriate sheltered position, or use portable marquee for shelter. Postpone activity if no appropriately sheltered place can be found. Hats and sunscreen or long sleeves recommended for warm days, warm clothing for cool days. | Staff |
| Children climbing and hanging on model: falls and risk of model falling on people. | 4 | Children are not to climb on model, children to be supervised at all times. Model to be set up by staff on a stable platform. | All |
| Use of water: getting wet then cold | 6 | Children to be under adult supervision at all times. Water to be sprayed only at the model, not other people. Remove wet clothing. | Teacher/ parent |
| Use of water: contaminated water | 5 | Use only drinking water for demonstrations. Empty containers including water storage pipe on trailer and rinse, drain and dry trailer for storage to avoid growth of algae and pathogens. Do not drink water. | Staff |
| Demonstrations: allergies to water additives | 5 | Only use safe additives: potter's clay and food grade items (food dye and cake sprinkles). Do not drink water. | Staff |
| Small pieces breaking off model: choking hazard | 5 | Children to use the model only under supervision. Model to be treated with care; do not try to break parts off. Loose parts to be collected by staff for super glue back on. | All |

| Risk Assessment Matrix | | | | |
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| | How likely is it to be that bad? | | | |
| How Severely Could it hurt someone? How ill could it make someone? | Very Likely Could happen at any time | Likely Could happen at some time | Unlikely Could happen but very rarely | Very unlikely Could happen but probably never will |
| Kill or cause permanent disability or ill health | 1 | 1 | 2 | 3 |
| Long term illness or serious injury | 1 | 2 | 3 | 4 |
| Medical attention and several days off work or school | 2 | 3 | 4 | 5 |
| First Aid needed | 3 | 4 | 5 | 6 |
| <p align="center"> The number shows you how important it is to do something about the risk 1. TOP PRIORITY: do something immediately 6. LOW PRIORITY: do something when possible </p> <p><i>Source: WorkCover NSW HazPak Publication</i></p> | | | | |
| Sighted and noted by principal by principal / agency / participants Signature: | | | | Date: |