



FOCUS TOPIC:

Transportation and Excursion Risk Management:

Our Risk Assessment form and our Parent permission form are combined on the one form.

This allows parents to understand and be more engaged in the process and allows Educators and Coordinators to keep account of which children have up to date permissions in place.

The process of assessing the risks for embarking and disembarking is more clearly laid out and explained so you have less chance of overlooking this requirement.

To assist you in the process of filling out these Risk Assessments, we have done some general examples of possible risks, elimination and prevention control measures and how to assess the level of risk.

Please remember to send these to your Coordinator PRIOR to any outings. If you have questions, please refer to the examples or speak to your Coordinator.

Please remember filling out the logbook or Transport Sheet for Educators Logbook is also requirement when a transporting children.

Examples include: Park Risk Management with embarking and disembarking, Park with zero depth water, School Run and Bunnings.

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Feedback:

As a team, all feedback goes to helping us work on areas of improvement, extend on areas we are doing well in and most importantly work towards giving children the best quality care possible.