

Active Supervision/Risk minimisation plan

This form is to be completed when a supervision issue may occur, or a potential hazard has been noted within the family day care environment to ensure reasonable precautions are taken to prevent accident/injury. This form will be made available to parents/guardians, department staff if requested.

At no time will the Educator/Educator assistant leave children unsupervised with any other member of the community or Household.

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Facebook.com/MyPlaceFamilyDayCare



Educator's Name: _____ Educator's Contact Number: _____

Educator's Address: _____

| What is the unforeseen Risk/Hazard? (Children being out of your line of sight for a minimal period) | Where in the home or yard has the hazard been identified? | Time frame for potential exposure to the risk/hazard identified. (Toilet break 5-10 minutes) | Strategies to minimize risks |
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Active supervision/risk minimisation plan continued

| Please identify the likelihood of risk. Please circle on table below: | Reassessment. Am I ok to continue this practise? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|----------------------------|----------------------------|--------------------------------------|--|-------------------------|-----------------------|----------------------------|--------------------------------------|-------------------------------|---|---|---|---|--------------------------|---|---|---|---|----------------------------|---|---|---|---|--|---|---|---|---|--|
| <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2" style="width: 25%;">What are the consequences of someone being injured, exposed, or potential death?</th> <th colspan="4">How likely is it to occur?</th> </tr> <tr> <th style="width: 12.5%;">Could happen at anytime</th> <th style="width: 12.5%;">Could happen sometime</th> <th style="width: 12.5%;">Could happen but very rare</th> <th style="width: 12.5%;">Could happen but probably never will</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">Death or permanent disability</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: orange; color: white;">M</td> </tr> <tr> <td style="text-align: left;">Severe injury or illness</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: orange; color: white;">M</td> <td style="background-color: orange; color: white;">M</td> </tr> <tr> <td style="text-align: left;">Medical attention required</td> <td style="background-color: red; color: white;">H</td> <td style="background-color: orange; color: white;">M</td> <td style="background-color: orange; color: white;">M</td> <td style="background-color: green; color: white;">L</td> </tr> <tr> <td style="text-align: left;">Pain, the discomfort experienced, first aid required</td> <td style="background-color: orange; color: white;">M</td> <td style="background-color: orange; color: white;">M</td> <td style="background-color: green; color: white;">L</td> <td style="background-color: green; color: white;">L</td> </tr> </tbody> </table> <p style="text-align: center; color: red; font-weight: bold;">H = High Risk M = Medium Risk L = Low Risk</p> <p>The level of risk is the combination of the consequences and the likelihood of a specific risk.</p> <p><u>Examples of low risks include:</u> An event that is likely to occur but has minimal consequences or an event that is extraordinarily unlikely to occur but has moderately severe consequences.</p> <p><u>Examples of Medium Risk include:</u> An event that is likely to occur but has moderate consequences or an event that is extraordinarily unlikely to occur but has highly severe consequences.</p> <p><u>Examples of high risks (Catastrophic) include:</u> An event that is likely to occur and has highly severe consequences. An event that is extraordinarily unlikely to occur but has catastrophic consequences.</p> <p>Where the risk is High Risk unless the control applied reduces the risk to Medium or Low this activity will not be approved by the Nominated Supervisor.</p> | What are the consequences of someone being injured, exposed, or potential death? | How likely is it to occur? | | | | Could happen at anytime | Could happen sometime | Could happen but very rare | Could happen but probably never will | Death or permanent disability | H | H | H | M | Severe injury or illness | H | H | M | M | Medical attention required | H | M | M | L | Pain, the discomfort experienced, first aid required | M | M | L | L | |
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If more space is needed, please attach another sheet of paper.

Educator Signature: _____ Date: _____

Coordinator Name: _____ Coordinator Signature: _____ Date: _____