

Risk Assessment Template

Play Equipment Yard B -Management of Risk

Site name and ID No	East Adelaide School OSHC Inc			
Title, description and location of activity	Supervised use of Play Equipment Yard B - during OSHC hours. Activities may include climbing, running,			
Risk Assessment done by:	Name	Position	Date of Assessment	Review Due (3 years)
	Lauren Maio	Director	22/07/2026	22/07/2027

Hazard identification (What is the issue of concern?)	Risk Controls (What are you doing to eliminate or reduce the risk?)	Risk (With all controls in place)
Falling from heights e.g., slides, monkey bars, etc	- Children not permitted to climb on the edges of the playground - Educate students about safe play practices and how to use equipment safely. - Maintain appropriate staff-to-student ratios according to guidelines - Active supervision - Educators reminding students of safe play - Encourage students to wear appropriate closed-toe footwear and avoid loose clothing that can catch on equipment. - Educators remind students on the proper use of playground equipment - Educators establish and reinforce playground rules with students	Low
Absconding from yard	- Exits remain monitored - Headcounts conducted when moving to or from this area - Head counts every 30minutes - Active supervision	medium
Movement to toilets or other zones	- Children must seek staff permission before leaving for the toilet - Toilets and approved areas only accessible via clear pathways and supervision - Active supervision positioned to monitor all movement points - Walkie talkies used to check-in across spaces as required	low
Overcrowding on playground	- Active supervision - Educators monitor the number of students on the equipment - Allocate specific play areas for different classes or year levels.	Low



Hazard identification (What is the issue of concern?)	Risk Controls (What are you doing to eliminate or reduce the risk?)	Risk (With all controls in place)
	- Clearly define and enforce maximum capacity limits for each playground area. - Supervise all playground areas to monitor numbers and behaviour. - Educate students on safe play and the importance of personal space. - Provide additional play spaces or activities to disperse student numbers.	
Falling over while running	- Ensure running takes place in designated, hazard-free areas. - Educators giving reminders to students to slow down when running near playground - Regularly inspect surfaces for hazards (e.g., uneven ground, debris) and remove them. - Educate students on appropriate footwear for running and play. - Set clear rules and boundaries for running activities.	Low
Students running into the court poles and injuring themselves	Staff put safe safeguard safety protectors on court poles prior to play	Low
Yard check for unsafe or faulty equipment	- Prior to students going out to play staff check the yard and equipment for any hazards - Playground safety audits sought from school on quarterly and yearly basis	Low



Step 1: Have a look at [WHS safety management](#) intranet and see if there are any activity hazards that are not already covered.

Step 2: Identify controls for your remaining hazards. Use the hierarchy of control chart to help select controls that provide the highest level of protection to employees.



Step 3: Assess the level of risk for the remaining hazards with all controls in place.

WHS Risk Assessment Matrix		Consequences				
		First aid. Personal support or counselling.	Medical or dental treatment.	Hospital emergency department (Out-patient)	Admitted to Hospital (In-patient)	Death, permanent disabling injury
Likelihood	Certain: to occur at some stage	Medium	High	High	Extreme	Extreme
	Likely: to occur	Low	High	High	Extreme	Extreme
	Possible: could reasonably occur	Low	Medium	Medium	High	Extreme
	Unlikely: to occur	Low	Low	Medium	High	Extreme
	Rare: not expected to occur	Low	Low	Medium	Medium	High

Extreme	Do not undertake the activity - Contact the Work Health and Safety team on Education.WHS@sa.gov.au or on 8226 1440 for guidance on risk reduction - Consult with workgroup Health and Safety Representative where available
High	Reduce the risk as far as reasonably practicable - Escalate to site leader and/or local safety/ management committee for review - Consult with workgroup Health and Safety Representative and affected parties - Review department WHS safety management intranet for control requirements
Medium	Activity may be undertaken - Consider ways to further reduce the risk and review the department WHS safety management intranet - Consult with workgroup Health and Safety Representative or affected parties
Low	Activity may be undertaken safely Monitor the activity and controls to ensure the risk remains low

