

Activity Description & Location

Craft – onsite & offsite

USE RATING: C



- Use:
- A Must be operated by Baptist Camping Victoria qualified staff
 - B In house training at Baptist Camping Victoria required before using this equipment
 - C Safe operating procedures must be read and adhered to by all users of this equipment
 - D Does not apply

Risk	Risk Factor	Likelihood	Consequences	Initial Level of Risk	Description of risk	Risk management strategy	Revised Level of Risk
Cuts from scissors	Using scissors causing injury	Unlikely	Moderate	LOW	1.Participants may cut themselves using scissors 2.Participants cutting others with scissors	1.Reduction by instruction on correct scissor use and safety 2. Participants should be spaced out and informed of risk. One person per pair of scissors 3.Use of safety scissors recommended 4.Participants should walk when carrying scissors, sharp end pointing down	LOW
Carrying equipment	Injury from carrying heavy equipment	Unlikely	Moderate	LOW	1.Activity leaders may get injured from manual handling of craft equipment	1.Use correct heavy lifting techniques 2.When required activity leaders should work in groups when moving craft equipment	LOW
Use of paint	Consumption of toxic paint	Possible	Major	MEDIUM	1.Participants may consume paint causing illness	1.Use non-toxic paint 2.Inform participants to not consume paint, assess age and risk prior to commencing activity	LOW
Papercut	Papercut injury from craft	Possible	Minor	LOW	1.Participants may receive papercuts on hands whilst using craft paper	1.Reduction by instruction on using paper safely 2.Check for sharp edges on paper and assess participants abilities prior to giving out paper	LOW
Glue	Illness from consuming glue or injury	Possible	Major	MEDIUM	1.Participants may consume glue causing illness 2.Injury from gluing body parts together or to objects	1.Use non-toxic glue for all craft 2.Inform participants of risks of glue and instruction to not intentionally glue body parts together 3.Do not use super glue	LOW
Sharp craft items	Impalement from sharp craft items (pop sticks, pens, straws)	Rare	Moderate	LOW	1.Participants may fall on sharp objects or stab themselves with it	1.Reduction by instruction on safety by activity leader at beginning of craft session 2.Participants should always walk when carrying items 3.Activity leader should assess skills of participants prior to handing out items	LOW
Exposure to elements (outside craft only)	Exposure to heat, rain, cold, storms	Possible	Moderate	MEDIUM	1.Participants may suffer heatstroke or sunstroke in extreme heat, especially children or elderly 2.Risk of electrocution in storms 3.Risk of hypothermia in cold conditions 4.Risk of slipping in wet conditions	1.Wear sun protection in hot weather 2.Do not run activity in temperatures above 34°C 3.Do not conduct activity in storms to minimise risk of electrocution 4.Participants should wear clothing appropriate to conditions 5.Do not conduct activity if deemed unsafe due to weather conditions	LOW
Animals (outside craft only)	Stings by ants, snakes, spiders, bees	Possible	Minor	LOW	1.Participants may be bitten/stung by animals	1.Reduction by instruction 2.Staff must have first aid kit with them at activity 3.Reduce risk by filling in ant holes 4.Reduce leaf litter and ground coverage that may attract snakes	LOW

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