

Cuisines Around The World

Week 3: Monday

Risk Management Plan: Cuisines Around The World (Monday the 29th of April 2024)

Centre details					
Company	Primary OSHCare	Centre	FLASCA		
Centre Operating Times	7am 6pm Monday to Friday				
Address	233 Bridge rd Forest Lodge 2037	Water hazards? Yes/No No If yes, detail in risk assessment below.			
Name of co-ordinator	Cody Jaikiew				
Contact number of Centre	Work Phone 9660 4334	Mobile 0417 211 141			
Average number of children centre	Incursions: 80	Average number of educators			10
	Excursions: 70	Average parents/volunteers			
Educator to child ratio, including whether this higher ratio is warranted? Please provide details.	Mainstream Ratio – 15 children: 1 educator				
Risk assessment					
Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
Food Preparation	Allergies to ingredients/Dietary Requirements	High	<ul style="list-style-type: none"> Educators trained in first aid against Allergic and Anaphylaxis reactions. First aid kit present throughout the duration of the activity. 	Educators.	Before, During and After Activity

			<ul style="list-style-type: none"> • Educators aware of any allergies or dietary requirements present within the centre. • Up-to-date action plans are present in centre • FLASCA is a nut-aware zone • Ensure ingredients do not contain possible allergies or anaphylaxis triggers • Ask parents to inform Educators of any special considerations required for cooking • Sanitize food surfaces and wash hands to reduce the risk of cross contamination • Ensure all medication is up to-date and not expired 		
Use of Kitchen Facilities	Hazardous Environment	High	<ul style="list-style-type: none"> • Staff to child ratio to be dropped while children are in the kitchen. Exact number at the discretion of RP. • Adequate ratios are maintained. • Children not to use microwave 	Educators.	During Activity
Use of Kitchen Appliances and Equipment	Harm caused by kitchen equipment.	High	<ul style="list-style-type: none"> • All Educators trained in First Aid. • First Aid Kit are easily accessible. • Safety discussions. • Educators ensure that children do not put their fingers near hot, sharp, or hazardous surfaces/appliances • Avoid wet areas with electrical appliances. 	Educators.	Before and During Activity
Cross-contamination between children and food (I.e. COVID-19)	Harm caused by foodborne illnesses.	Moderate	<ul style="list-style-type: none"> • Children use their own utensils • All surfaces sanitized before and after use, and utensils washed with hot water and detergent • Children eat the food that they made themselves • Educators watch for any signs of foodborne illness before children start cooking 	Educators.	Before, During and After Activity
Burns	Contact with hot surfaces.	High	<ul style="list-style-type: none"> • Give safety expectations to children before activity • Educators handle all hot food and surfaces; children stay away from ovens, hot pans and food. • Ensure Child: Educator ratios allow for active supervision for hot surfaces 	Educators.	Before and During Activity

			<ul style="list-style-type: none"> • Educators trained in first aid for burns • First-aid kit equipped with Burn aid • Children closely supervised in spaces with ovens, stoves, and other heating appliances. 		
Cuts	Sharp edges causing lacerations, incisions, and bleeding.	High	<ul style="list-style-type: none"> • Give safety expectations to children before activity • Educators handle all sharp knives and cutting of food • Allow children to use blunt or child-appropriate knives • Educators support children when cutting food • Make sure first aid training is up-to-date • WHS check for any sharp objects 	Before and During Activity	Before and During Activity
Eating and Drinking	Choking	Moderate	<ul style="list-style-type: none"> • Adequate supervision and assistance. • Children must be sitting while eating. 	Children and educators	Eating
	Allergies	Extreme	<ul style="list-style-type: none"> • Remind parents the centre is nut-free. • First aid kit nearby. • Ensure no sharing of food. • Frequent handwashing. • Ensure educators, children & families are aware of our Food & Nutrition Policy. • Ensure children are seated down whilst eating or drinking. 	Children, parents, educators	Eating
Sun Protection & Dehydration	Sunburn / burns/ infections / illness Sun stroke, dehydration	Medium	<ul style="list-style-type: none"> • Check temperature & UV rating of the day at intervals the commencement of the day, lunch time and prior to 3pm. • Ensure that Educators, volunteers & families are aware of our Sun Safety Policy. • Ensure families pack hats for their children each day. • Ensure children wear hats as necessary or stay under the shade. If UV is over 3 Provide shelter where necessary. • Regularly ensure children have opportunity to get a drink of water. 	The Coordinator, Parents/Families, Children Volunteers, and Educators.	Before leaving the centre & during the excursion.

			<ul style="list-style-type: none"> • Ensure children still get opportunity of some sun exposure for Vitamin D levels (UV rating checked with this). • Sunscreen will be applied throughout the day. • Ensure children have brought their water bottles. 		
Covid-19	Illness, infections, hospitalisation, death of child/educator/adult Community surroundings	Medium-High	<ul style="list-style-type: none"> • Ensure Educators & Families are aware of our Covid-19 Policy & Procedure. • Maintain communication between NSW Health department, Department of Education, ECED and any other relevant organisation in relation to Covid-19. • Ensure information of Covid-19 and any practices are updated as new information becomes available. • Ensure all such important information and factsheets are available & /or displayed for educators /parents /families and visitors to view. • Educators & families are updated with any new information / updates on Covid-19. • Ensure that there are no children, educators or adults that enter the premises if they have been in contact with anyone that has had COVID-19 symptoms or are currently displaying any related symptoms. • If children or adults present during the day as unwell, they will be set aside from others. For a child: their parent will be contacted to collect them as soon as possible. For an adult: they will be asked to leave the centre and seek medical advice. • All adults/Visitors/volunteers are to adhere to all Covid - 19 rules and practices as per prescribed from the NSW government. • Children will be given regular hand washing routines throughout the day, dependant on activity and what they are exposed to. 	Coordinator, Educators, Families and Children.	Throughout the day.

			<ul style="list-style-type: none"> • Antibacterial wipes, hand soap, paper towels and hand sanitiser will be available to all. • Educators are strongly recommended to wear PPE including gloves & face masks where necessary. 		
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Plan prepared by	Full Name: Rebecca Walsh Signature: R.W. Role/position: Assistant Coordinator	Date: 05/03/2024
Prepared in consultation with:	Full Name: Cody Jaikiew Signature: C.J. Role/position: Coordinator	Date: 05/03/2024
Communicated to all relevant staff:	Yes/No	
Risk assessment to be evaluated and reviewed on:	If this VC Program Activity is organised again.	
Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.		