

GOLD RUSH INFO PACK

2020

Thank you for booking with Eureka Excursions. We look forward to your visit to our goldfields.

Please read this information pack thoroughly and provide a copy to all teachers attending the excursion.

Contents

Key information.....	2
Details Form.....	3
Info for parents.....	4
Student disclaimer.....	5
Adult disclaimer.....	6
Educational extras.....	7
Certificate of Currency.....	9
Terms and Conditions.....	10
Risk Assessments.....	12

LOCATION	<ul style="list-style-type: none"> Someone will be there to meet you when you arrive. If you are running late or early on the day of your excursion, please contact us on 0401 295 246 The Gold Rush site is not a public facility and parking is available for busses only. If a vehicle is required for Health and Safety reasons it is imperative that you contact us so that accommodations can be made. Parking in the surrounding streets is strictly prohibited.
DURATION	<p>5.5 hours -The gold rush program runs from 9am -2:30pm.</p> <ul style="list-style-type: none"> Council regulations limit us from operating outside of these times. If your school requests to arrive late or leave early, we will adjust the program accordingly. This may result in shorter activities or the omission of an activity. You will need to confirm your arrival and departure times via the 'details' page
DETAILS PAGE	Please complete this page and return to us via email no later than <u>WEDNESDAY</u> of the week prior to your excursion date.
DISCLAIMERS	To be completed by all attending adults, and legal parent/guardian of all attending students. Bring the completed disclaimers on the day or scan them as a group and email them to us in advance. If not received prior to commencement of the program we cannot proceed.
COST	<p>Students:</p> <ul style="list-style-type: none"> \$24 each (no GST applicable) + 20 cents for gold licence <p>Adults:</p> <ul style="list-style-type: none"> Free for 1 teacher and 3 adults per class of 25-30 students Adult numbers in excess of this will be charged the full program admission.
WHAT TO BRING	<p>Students:</p> <ul style="list-style-type: none"> Morning tea, lunch, water bottle, hat, fully enclosed shoes, 20 cents, insect repellent, raincoat, jumper if necessary <p>Adults:</p> <ul style="list-style-type: none"> Lunch, water bottle, first aid kit, disclaimers for all adults and students, sunscreen, raincoat, jumper if necessary, hat, fully enclosed shoes, insect repellent
SAFETY AND RULES	<p>Be safe, have fun and absolutely no running.</p> <ul style="list-style-type: none"> 1 whistle – stop, look and listen 3 whistles – return to meeting area immediately Air horn – emergency evacuation Any child behaving in an unsafe manner will be removed from the program
WET WEATHER	The program will run if the weather forecast indicates showers. If it is raining heavily on the morning of your excursion we will contact you no later than 7am to discuss postponing your day.
COSTUMES	<p>To maximise the enjoyment of the day we recommend all adults and children dress up.</p> <ul style="list-style-type: none"> Character suggestions include: teacher, baker, general store keeper, blacksmith, entertainer, coach driver, squatter, digger, assayer, banker, claims officer, tent maker, butcher, sly grog shop owner, trap (constable, sergeant etc), governor. No bushrangers (we already have one of those and one is enough) No hire costumes (children and costumes can get quite dirty on the day)
LICENCES	The 20c coin, which children must carry themselves , is vital in emphasising logical consequences throughout the day. They use it to buy their gold licence which they must have to search for gold at the end of the day. If they forget or lose it they must find a way in keeping with the 1850s era to acquire a licence.
ACTIVITIES	<p>You arrive at the drop-off point, footslog to the gold fields and get bailed up by a notorious local bushranger. After listening to the welcome and safety rules, activities include: observation and discussion, tent making, role plays, mapping, gold licences and the gold rush game.</p> <ul style="list-style-type: none"> The order of these activities may differ on the day The duration of some of these activities may be altered (or an activity may be omitted) to best suit your arrival and departure times.
OTHER	<ul style="list-style-type: none"> A BBQ is available if you wish to cook a sausage sizzle for your group. Please discuss this with us in advance For wheelchair access, please contact our office to discuss the facilities. We recommend that you arrange a site inspection with us prior to your excursion.

Details form for Eureka Excursions Gold Rush program

Please complete the following in neat capital letters.

School name: _____

Date attending: _____

Teachers attending:

Name _____

Phone _____

Name _____

Phone _____

We may need to contact you outside of school hours in the case of wet weather or to confirm your arrival time, please provide contact information for at least two teachers who will be attending the excursion

No. of students attending: _____ No. of adults attending: _____

Please provide your best estimate, we are happy to receive an update at any time

We will arrive at _____ am

We will depart at _____ pm

BBQ facilities required? Y / N

Each day we personalise the Gold Rush site by adding the names (first names only) of some of your students to the business tents. The students will not be required to perform these roles during the excursion. If your students are dressing up for the day, please try to match the occupations below with their intended costumes. We also rename the township with a name created by one of your students. Please ask the children to suggest possible names then choose the one you consider best.

Town Name: _____

Sly Grog Shop Operator:

Suggested by: _____

Tent Maker: _____

General Store Proprietors:

Diggers:

1. _____

1. _____

2. _____

2. _____

Bakers:

3. _____

1. _____

4. _____

2. _____

5. _____

Assayers:

6. _____

1. _____

Candle lighters:

2. _____

1. _____

Claims Officers:

2. _____

1. _____

Newspaper Editors:

2. _____

1. _____

Blacksmith: _____

2. _____

Farrier: _____

Travelling Entertainers:

Butcher: _____

1. _____

2. _____

INFORMATION FOR PARENTS

Your child should have:

- **Water bottle, morning tea and lunch.** There is no tuckshop available at the excursion site
- **Hat, sunscreen, and fully enclosed shoes** suitable for bush walking
- **A 20-cent coin**
- **Insect repellent** - the excursion takes place in a bush setting. Mosquitos, ticks etc. may be present
- **Raincoat/jumper/jacket** - the excursion will continue to run in light rain. Please make sure that your child is prepared for a day outdoors

Please inform asthmas sufferers that, during periods of dry weather, our site can get dusty.

Costumes:

To maximise the enjoyment of the day, we recommend that children and adults dress in appropriate costume for life on the goldfields in the 1850's. When choosing a costume please prioritise comfort - clothing should be suitable for an active day outside. Don't stress, as it is all for fun. Definitely **no hire costumes** as the children often get quite dirty on the day.

Some character suggestions include: Teacher, Baker, Trap (Constable, Sergeant, etc.), Governor, General Store Keeper, Blacksmith, Entertainer, Coach driver, Squatter/Wife, Prospector or Digger (Australian, Chinese, American, Irish, etc.), Assayer, Banker, Claims Officer, Government Official (Clerk), Tent Maker, Barber, Butcher, Sly Grog Shop Owner (Barman), Drifter (Swagman), Escaped Convict, Tobacconist, Newspaper Editor.

*Note – **No bushrangers** (we already have one of those and one is more than enough!!)

Please tell them how much fun it's going to be.

Disclaimer for Gold Rush 2020

COMPLETED BY ALL PARTICIPANTS & RETURNED TO EUREKA EXCURSIONS ON THE EXCURSION DATE

Participant Details

Surname: _____ Given Name: _____
 Address: _____
 Name of School: _____ Grade: _____
 Date of Birth: _____ M/F: _____
 Excursion Date: _____

Parent/Guardian Details

Full name: _____ Relationship to child: _____
 Home phone: _____ Work Phone: _____
 Mobile: _____

Disclaimer

EXCLUSION OF LIABILITY, RELEASE AND ASSUMPTION OF RISK FOR PEOPLE UNDER THE AGE OF 18 YEARS

- I am the legal parent/guardian of the above student. I give permission for him/her to attend the Gold Rush program.
- I understand that this excursion occurs within a bush setting, which is maintained but cannot be fully controlled and carries risk due to the unpredictability of nature and its fauna, weather conditions, flora etc. I understand and will ensure that he/she must wear fully enclosed shoes.
- I understand that, although Eureka Excursions and its staff attempt to minimise any risk of personal injury within practical boundaries, accidents do happen and all physical activities carry the risk of personal injury.
- I acknowledge that, in the case of an emergency, first aid and decisions regarding medical treatment are the responsibility of his/her class teacher. I also give permission for program staff to administer first aid if needed.
- I release Eureka Excursions Pty Ltd, its directors and employees, the land owners and lessors from liability arising from participation in this program.
- I accept that the above personal information is subject to privacy laws and will only be accessed by staff in the case of an emergency.

Signed Date

Please think of the environment & multiple up when printing (2 disclaimers per A4 page)

Disclaimer Form for Gold Rush 2020 – ADULTS

COMPLETED BY ALL ADULT VISITORS. RETURNED TO EUREKA EXCURSIONS BY THE EXCURSION DATE.

Individual's Details

Surname: _____ Given name: _____

Address: _____

Name of associated school: _____

Date of Birth: _____ M/F: _____

Excursion Date: _____ Home phone: _____

Work Phone: _____ Mobile: _____

Disclaimer

EXCLUSION OF LIABILITY, RELEASE AND ASSUMPTION OF RISK FOR VISITING ADULTS

- I understand that this excursion occurs within a bush setting, which is maintained but cannot be fully controlled and carries risk due to the unpredictability of nature and its fauna, weather conditions, flora etc. I understand that the terrain can be rough and rocky, and fully enclosed shoes are essential attire for the day.
- I understand that, although Eureka Excursions and its staff attempt to minimise any risk of personal injury within practical boundaries, stepping carefully and being aware of my surroundings at all times is my own responsibility.
- I agree that I am in good health with sufficient fitness and have no pre-existing conditions that will affect my ability to navigate the excursion's bush site.
- I release Eureka Excursions Pty Ltd, its directors and employees, the land owners and lessors from all liability, including but not limited to injury, damage and harm that may arise while visiting the excursion site.
- I accept that the above personal information is subject to privacy laws and will only be accessed by staff in the case of an emergency.

Signed Date

Please think of the environment & multiple up when printing (2 disclaimers per A4 page)

EDUCATIONAL EXTRAS

As a Teaching Tool

The Gold Rush Experience is a teaching mechanism that can be applied at any stage during your unit of work.



As the **orientating** phase – your students arrive at the goldfields with little understanding of this period of Australian history. Gold Rush helps the children to learn much of this knowledge by 'living' the life.



As the **enhancing** phase - your students can use knowledge currently being learned in the classroom to effectively experience the gold rush times, and identify how it had an effect on the colony's physical, economic, cultural and social development.



As the **synthesising** phase – your students will feel comfortable using skills and knowledge developed in the classroom to complete the many and varied group tasks. The Gold Rush game becomes the exciting conclusion to their wonderful Australian history learning experience.

Studies of Society and Environment / Science

Listed below are some aspects that ARE incorporated into the Gold Rush day:

- Gold rushes.... population explosion, immigration, cultural differences
- Health and disease
- Chinese prospectors
- Claims, claim jumping
- "Candlelighters", tent robbers, etc.
- Characters, occupations etc.
- Tools and equipment
- Basic Mapping; Orienting to North; Cardinal points (north, south, east, west)
- Gold licences

Here are some additional aspects (not discussed in the Gold Rush program) that you might like to cover:

- Gold discovery, Hargraves and others, where?
- Transport and communications
- How we use the Earth's resources. Mining techniques throughout history. Current mining practices. Environmental issues, regeneration, toxic waste, etc.
- Iron and copper pyrite ("Fools" or "New Chums" gold)
- Study of rocks and minerals. Properties of gold and the effects it has had on societies and economies

Drama

What can help make this excursion really **successful** is your class' capacity to **role-play or dramatise** possible/probable events of the period. It would be desirable if the children had some prior experience and thus felt comfortable participating in role-plays. **We organise role-play situations** on the day using the props and displays. Scenarios include:

- Storekeepers selling equipment and supplies to diggers.
- Diggers exchanging gold at the Assayers' tent.
- Working a claim, using tools and equipment. (Pan, cradle and shovels, etc.)
- Troopers arresting claim jumpers, licence dodgers, etc.
- Police closing down or taking bribe money from a Sly Grog operator.

In-character

Children are encouraged to dress up as a character for the day, so should endeavour to learn about different characters and their roles on the goldfields. This could be accomplished through class discussions, teacher reading, research, etc.

Once the children have chosen a character, they could “become” those characters for pre-excursion writing activities, such as letter writing (eg. to a family member, employer, business associate, etc. telling of the intention of travelling to the goldfields).

Follow up with:

- Bushrangers....a thematic unit
- Discussions.... share the excitement of incidents and happenings, make observations and inferences, provide recommendations to Eureka Excursions P/L etc.
- Writing....poems, letters, stories, Morse code messages, obituaries, newspaper reports, reward posters, ransom notes, etc.
- Oral Language....radio interviews, television presentations, research reports, etc.
- Drama.... write and dramatise role-plays, bushranger plays, etc.
- Art....wanted posters, models of equipment etc.
- Mapping.... develop skills, create maps, orienteering, etc.
- Eureka Stockade....who, what, why, where?

LLOYD'S CERTIFICATE OF INSURANCE

effected through

One Underwriting Pty Ltd
A.C.N. 006 767 540

(hereinafter called the Coverholder)

THIS IS TO CERTIFY that in accordance with the authorisation granted under Contract No. B1526CSINT1701735 to the undersigned by certain Underwriters at Lloyd's, whose definitive numbers and the proportions underwritten by them, which will be supplied on application, can be ascertained by reference to the said Contract, and in consideration of the premium specified herein, the said Underwriters are hereby bound, severally and not jointly, each for his own part and not one for another, their Executors and Administrators, to insure in accordance with the terms and conditions contained herein or endorsed hereon.

SCHEDULE

Certificate No:	B1526CSINT1901735
The Assured:	Eureka Excursions Pty Ltd
Address of the Assured:	112 Stubbin St. Belivah QLD 4207
Rate:	As per Invoice
Premium:	As per Invoice
Stamp Duty:	As Per Invoice
Charges:	As Per Invoice
Period of Insurance:	29/11/19 to 29/11/20 (both days at 4 p.m. Local Time)

This Certificate is Insurance Council of Australia's General Insurance Code of Practice compliant, apart from any claims adjusted outside Australia. Underwriters at Lloyd's proudly support the General Insurance Code of Practice. The purpose of the Code is to raise standards of practice and service in the general insurance industry. Any enquiry or complaint relating to this Insurance should be referred to the Coverholder shown above in the first instance. If this does not resolve the matter or you are not satisfied with the way a complaint has been dealt with, you should write to:

Lloyd's Underwriters' General Representative in Australia
Level 9
1 O'Connell Street
Sydney NSW 2000
Telephone: (02) 8298 0700

who will refer your dispute to Policyholder & Market Assistance at Lloyd's.

Complaints that cannot be resolved by Policyholder & Market Assistance may be referred to the Financial Ombudsman Service (UK). Further details will be provided at the appropriate stage of the complaints process.

The Underwriters hereon agree that:

- (i) In the event of a dispute arising under this Insurance, the Underwriters at the request of the Assured will submit to the jurisdiction of any competent Court in the Commonwealth of Australia. Such dispute shall be determined in accordance with the law and practice applicable in such Court.

EUREKA EXCURSIONS PTY LTD TERMS AND CONDITIONS

1. COSTS

The cost per child is advertised in our current information pack. There is no GST applicable to this excursion. Adults in excess of 1 teacher and 3 adults per class (of 25-30 students) will be charged the full program admission.

2. RESTRICTIONS AND LIMITATIONS

Council conditions prohibit our program from commencing prior to 8:45am. Parking onsite is strictly limited and designed to accommodate buses only.

3. DEPOSITS AND MINIMUM CHARGES

Once you have submitted a booking request, we will email you a deposit invoice for your allocated excursion date. A deposit of \$200 is required to confirm each excursion day. We will hold your requested date as a tentative booking for two weeks while you arrange payment. If a deposit is not received within that time your requested date may become available to other schools.

A minimum charge of \$600 applies per excursion day. If you have a very small group, please discuss with us the possibility of combining with another school in order to reduce costs.

4. CONFIRMATION AND PAYMENT

Your excursion date will be confirmed upon receipt of your deposit. The final balance invoice will be emailed to you according to the number of students who attend your excursion and is payable within 7 days of the date of the invoice.

5. CHANGES

Requests to change an existing booking must be received in writing at least one month prior to your original excursion date. Refer to our online calendar for remaining available dates. Your deposit is transferable to another date within the same calendar year. If the remaining available dates in the same calendar year are unsuitable for you, we may offer to transfer your deposit to the following calendar year. If there are no available dates remaining in the same calendar year, your deposit will automatically be applied to the following calendar year.

6. CANCELLATIONS

Cancellations to an existing booking must be received in writing at least two months prior to your excursion date in order to have your deposit refunded, less a \$50 administration fee. If we receive your cancellation request within two months of but more than two weeks before your excursion date, your deposit will be forfeit. If you cancel your excursion within two weeks of the excursion date, you will be liable for full payment of your excursion, based on your latest student numbers.

7. WET WEATHER

The program will run as intended in the event of showers/light rain. Please advise your students to bring raincoats. If heavy rain/storms are imminent on the morning of your excursion, we will contact you prior to 7am on the after-hours number provided to discuss suitable options. In the event that the after-hours number supplied by you is not attended, and there is a need to postpone the program, then part or all of your deposit may be forfeited to cover staff costs.

8. OUR ROLE (EUREKA EXCURSIONS PTY LTD)

8.1 We will facilitate the program and its activities with a maximum duration of 5.5 hours, commencing at 9am and concluding at 2:30pm, unless altered times are negotiated prior to your excursion date. We reserve the right to make changes, without notice, to the program schedule/activities, including shortening/lengthening/omission, to best fit your time on site.

8.2 In facilitating the program activities we shall exercise the degree of skill, care and diligence normally exercised by outdoor leaders facilitating activities of a similar nature.

8.3 In the event that we cannot facilitate your excursion for any reason your deposit will be refunded in full. This does not include variation/cancellation on your behalf.

8.4 We strive to maintain an environment that is as positive and safe as possible for your group. If anyone

behaves in a manner that we consider to be unsafe, we will remove them from the activities.

8.5 We will personalise the site for your students by adorning structures around the township with student names in accordance with their roles on the day IF those student names are submitted to us by no later than the Wednesday of the week before your excursion date.

8.6 We reserve the right to make changes, without notice, to the program (including activities, prices and dates offered) at any time. However, the price per student will not change in the duration between our receipt of a deposit and our facilitation of the excursion to which that deposit applies.

8.7 We reserve the right to combine your group with that of another school to the total of up to 120 students on any excursion day. We will always discuss this with you in advance.

8.8 We accept no responsibility for any loss or damage to your group's property prior to, during or after your excursion.

8.9 Our INSURANCES:

• Public Liability – sum insured of \$20million • Workers Compensation for employees of Eureka Excursions Pty Ltd as required by law

9. YOUR ROLE

As the organising teacher, you:

9.1 Agree to advise us in advance if your group includes students with special needs and the name of the adults responsible for the care of those students. 9.2 Agree to advise us in advance if your group includes students with mobility issues (i.e. wheelchairs) 9.3 Agree to ensure that all students and adults attending are wearing fully enclosed footwear. 9.4 Agree to forward our information pack (which we email to you) to all attending teachers. 9.5 Agree to advise us of accurate details (i.e. student/adult numbers, arrival/departure times) by no later than the Wednesday of the week prior to your excursion. 9.6 May access our online risk assessments but we recommend you inspect the site (by appointment) to perform your own risk assessment in accordance with the specific needs of your group, especially if it contains students with physical disabilities. 9.7 Agree to provide to parents/guardians of all students who may attend the excursion a copy of the disclaimer contained in our information pack. You agree to return those disclaimers (completed in full) to us prior to/on the day of your excursion. You acknowledge that any student who has not returned a completed disclaimer signed by their parent/guardian is not permitted to attend the excursion and will not be brought to site. 9.8 Acknowledge that all attending adults, employees and volunteers alike, must complete and return to us on your excursion day a copy of the adult disclaimer which we provide to you.

9.9 Confirm that you are an authorised representative of your school and have made this booking with the permission of your school administration/leadership. 9.10 Confirm that your school has public liability insurance to protect your students anywhere in Australia to the value of at least \$20 million, as well as a Work Cover policy as required by law for its paid employees. 9.11 Acknowledge that any adult volunteers who attend the excursion are appointed by your school and as a result belong to your school, so are protected by your school's volunteers Work Cover policy. 9.12 Acknowledge that all adults attending the excursion are required to actively supervise your students and their behaviour with the same level of responsibility/duty of care as is required by the teaching profession. 9.13 Agree to advise us in advance of the contact details of the replacement organising teacher in the event you take leave or transfer to another workplace. You also agree to inform that replacement organising teacher of all the details of your school's booking with us.

Full name (please print): _____ Signature: _____

Date: _____

School name: _____

RISK ASSESSMENT – EXCURSIONS TO GOLD RUSH

Ref.	Hazard	Consequence Rating	Likelihood Rating	True Risk	Control Measures	Residual Risk
1	Excessive heat and UV exposure	Minor – first aid treatment	Possible	L	<ul style="list-style-type: none"> The township is well treed providing many areas of shade Undercover areas for some activities Water drink taps are central Schools are instructed to ensure students have hats, sunscreen and drinking water with them upon arrival; reiterated during verbal instructions onsite from staff. Drink breaks inserted throughout the program on extremely hot days 	L
2	Slips/trips/falls in the gold rush grounds	Minor – first aid treatment to Major – extensive injuries	Likely	M to H	<ul style="list-style-type: none"> Tracks and township regularly inspected and maintained Paths are clearly delineated from scrub Pink lines painted on the ground, trees etc to indicate exclusion zones and unremovable hazards (e.g. half-exposed boulders) Areas restricted to teachers/staff are clearly marked/barricaded Out-of-bounds is clearly taped Schools are instructed to advise students to watch their step; reiterated during verbal instructions onsite from staff with 'walking only' rule. 	M
3	Extreme weather conditions/ falling trees or tree branches	Minor – first aid treatment To Major – extensive injuries	Unlikely	L to M	<ul style="list-style-type: none"> Weather conditions monitored by staff Forecast extreme weather conditions are monitored; schools are contacted prior to visit if extreme weather conditions are forecast; site is closed at times of extreme weather Problem trees identified, monitored and lopped as per assessed risk 	L
4	Access or falls into water bodies	Minor – first aid treatment	Unlikely	L	<ul style="list-style-type: none"> Students to be supervised by teachers/parent helpers at all times Water bodies are out-of-bounds; physical barricades are in place where practicable; access is not permitted at any time 	L

					<ul style="list-style-type: none"> All water bodies within the 'goldfields' have shallow edges, minimising risk of drowning and assisting in easy rescue 	
5	Insect bites / stings Reaction to flora	Minor – first aid treatment To Moderate – medical treatment	Possible	L to M	<ul style="list-style-type: none"> Insect repellent is recommended and should be supplied by school Students to remain on paths and activity areas at all times, not in the scrub Students are instructed to wash hands throughout the day Teachers are asked to notify staff of any students with known allergies to bees etc. 	L
6	Student injured by horses	Minor – first aid treatment To Severe	Rare	T to M	<ul style="list-style-type: none"> Without a rider horses are confined to a yard with physical barricades Outside of the horse yard, horses are controlled by experienced riders Horses are trained and conditioned to the program Students are advised through verbal instructions on the day that they are to stay clear of horses. 	L
7	Students bitten / stung by snakes and spiders	Minor – first aid treatment To Major – extensive injuries	Possible	L to M	<ul style="list-style-type: none"> Staff members to be first aid trained and have access to first aid kit; teachers are advised to bring their own first aid kit also Township is regularly maintained to remove 'homely' areas for snakes Tracks are maintained to ensure clear visibility and distance from scrub No rock-turning at any time; reiterated through verbal instructions given by staff to students on the day Students are advised upon arrival of safe behaviour if sight a snake 	L
8	Students injuring themselves or others during tent-making and role plays	Minor – first aid treatment To Moderate – medical treatment	Possible	L to M	<ul style="list-style-type: none"> Students are under the constant supervision of teachers/parent helpers and staff Students handle general store tools in small groups of <10 Tent-making is conducted in open area with sufficient space for handling of poles 	L

					<ul style="list-style-type: none"> Students are instructed prior to and throughout the activities to handle equipment/props safely 	
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***Risk Ratings** – True risk is the assessed uncontrolled risk. Residual risk is the risk that may still be left after control measures are implemented. Risk is assessed as ‘L’ – Low; ‘M’ – Moderate; ‘H’ – High; and ‘E’ – Extreme using a Risk matrix. All control measures are regularly monitored and reviewed for effectiveness.

***First Aid** – Senior first aid trained staff are on the goldfields at all times and have access to centrally located first aid kits.

***Emergency Preparedness** – Staff will direct student groups to evacuation point in case of an emergency. Evacuation point is the Township Welcome Sign. Students must follow the directions given by staff in the case of emergency. Evacuation plan is located in teacher morning tea area. Fire fighting equipment is located in the general store and bakery.

COVID-SAFE RISK ASSESSMENT

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?
Risk of transmission of COVID-19	Staff or visitors catching COVID-19 (could result in serious illness or death).	Low, there have been few cases locally.	Moderate, while there are only a few local cases the consequences may be severe.	<ul style="list-style-type: none"> -Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority. -Frequently touched surfaces including benches, taps, bins and props have all been identified for regular cleaning. Props that cannot be cleaned (i.e. paper role play money) to be rotated -Physical distancing –Staff will verbally remind visitors to maintain social distancing and carry a measuring stick to visibly demonstrate 1.5m. The spacious outdoor setting will allow staff and visitors to maintain social distancing -Alcohol based hand sanitiser is also available and signs are displayed on appropriate use. -Hand washing facilities are available near toilets and eating areas. Posters on hand washing are prominent at hand washing facilities -All paperwork passing from visitors to staff or vice versa to be placed in a cleanable plastic folder and not touched by Eureka staff for a minimum of five days. Where feasible paperwork to be completed 	

				<p>prior to the excursion and sent via email</p> <ul style="list-style-type: none"> -All workers have been educated and trained in the control of covid19 infection to workers, and the management of unwell staff and participants. -Gloves are to be used when handling cooked damper. Tongs to be used by teachers to hand confectionary to students -Government signage (hand washing etc) is printed and displayed in prominent locations onsite -Briefings are provided to schools around covid19 risk management, including unwell participants to stay home, physical distancing, personal hygiene and an attendance register to be held for 56 days, keep adult helpers to a minimum i.e. only essential parent helpers to attend -Ensure that people from different groups are not mingling and groups will wait to give way so others can pass if there is a need to use common pathways -Hand wash facilities are available as an alternative to hand sanitiser -Staff will remind students to keep their hands away from their faces (particularly eyes, nose, and mouth) throughout the day, especially after sanitising 	
Persistent use of hand sanitiser	Dermatitis Illness due to consumption Discomfort due to contact with eyes	Moderate, staff/visitors may not have used hand sanitiser regularly before	Moderate, effected individuals may have a significant reaction	<ul style="list-style-type: none"> -Hand wash facilities are available as an alternative to hand sanitiser -Staff will remind students to keep their hands away from their faces (particularly eyes, nose, and mouth) throughout the day, especially after sanitising 	<ul style="list-style-type: none"> -Ask staff if they have a history of dermatitis or allergy to alcohol -Rinsing of eyes may be necessary