

National Motor Museum Pre-Visit Risk Assessment –

Activity: Hawker Vans /tour of the museum

Date of Risk Assessment: 15/08/2022

Date of visit :

School contact:

Phone Number:

Do you know about the Museum CLOSURE policy?

The National Motor Museum **closes on catastrophic fire days**. The decision to close the Museum is made at 4.30pm on the day prior to scheduled visit. Visit the National Motor Museum web site to confirm closure: <http://nationalmotormuseum.com.au> or phone 85684000.

Do YOU know what you NEED to know?

- **First Aid** – First Aid is provided at the Museum Front Desk or by your Education Presenter. Visitor Engagement Officers are trained in Senior First Aid.
- **Incident reporting** – Please report all incidents and concerns to the Museum Front Desk
- **Police** – 000 Emergencies 13 1444 Police assistance
- **Emergency procedures** – All Museum staff are trained as Wardens, in the case of an emergency please follow Wardens’ instructions
- **Local Hospital** - Mt. Pleasant District Hospital Address: 28 Hospital Rd, Mount Pleasant SA 5235 Phone:(08) 8568 0000
- Gumeracha District Soldiers Memorial Hospital Address: 2 Albert St Gumeracha SA Phone:(08) 8209 920
- The Museum is committed to ensuring the health, safety and welfare of workers and the public
- You have the responsibility to conduct yourself in accordance with safe practice.
- Behaviour management of students at all times, including the duration of the tour, is not the responsibility of Museum staff.

<i>The Hazard</i>	<i>What might happen</i>	<i>Potential level of risk</i>	<i>Controls</i>	<i>Level of risk after controls</i>	<i>Responsibility</i>
Uneven/slippery ground	Slips, trips and falls	Medium	<ul style="list-style-type: none"> • Safety talk to be given at start of activity • Recommend no running • Participants divide into groups when necessary for activities and supervised by an adult 	Low	Pre-visit site check carried out and safety talk by group leader
Falling branches	Head or other injury	Medium	<ul style="list-style-type: none"> • Keep clear of trees, particularly on windy days 	Low	Group leader to check site and weather prior to visit
Insects and wasp	Possible allergic reaction, poisoning, choking	High	<ul style="list-style-type: none"> • Find out about known allergic reactions within group • Warn children about wasps • Everyone to wash hands before lunch • Carry antiseptic wipes 	Low	Group leader to find out about allergies and undertake safety talk
Medical conditions	Asthma, diabetes, epilepsy etc.	High	<ul style="list-style-type: none"> • Find out about known conditions before session 	Medium	Group leader to take responsibility for medical conditions of children and to bring equipment eg inhalers
Lost children	Getting lost, panic attack, potential abduction	Medium	<ul style="list-style-type: none"> • Group stays together at all times • Adult at front and back of group • Count children regularly 	Low	Group leader to undertake safety talk at start of session Adults to count and check children throughout visit

Weather (hot, cold, wet)	Sunstroke, sunburn, hypothermia, cold	Medium	<ul style="list-style-type: none"> • Ensure children wear appropriate clothes • Ensure children wearing sun cream • Check that children are warm enough 	Low	Group leader to ensure children are appropriately dressed Adults to keep an eye on children's condition
Snakes	Poisoning	medium	<ul style="list-style-type: none"> • Children are advised to wear long trousers and sturdy fully-enclosed shoes. • Stay in open areas 	Low	Group leader to ensure children are appropriately dressed and ensure children keep in cleared areas
Handling old museum objects	Cuts, abrasions, dropping of objects on feet	medium	<ul style="list-style-type: none"> • Close supervision of students • students work in small groups with individual supervisor 	Low	Adult supervision



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