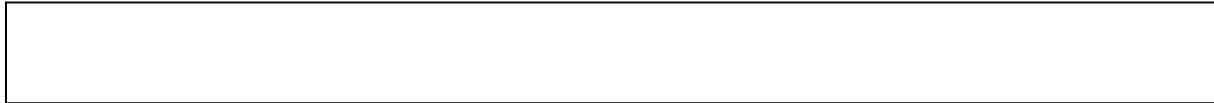




	<b>Ratio: 1:12</b>
<p><b>Educator to child ratio, including whether this incursion warrants a higher ratio?</b>  <b>Please provide details: No</b></p> <p><b>This incursion is an in-service Incursion. It will be located on Southport State School grounds near the OSHC building or on the oval. Children will be lining up in pairs to participate on the Inflatable waterslide. Children will be wearing sun smart shirts, sun smart hats and sunscreen. The water slide will be supervised by two educators at all times to ensure children are lining up and using the slide correctly.</b></p> <p><b>Drinking and toilet facilities as per normal locations.</b></p>	
<b>Incursion Equipment Checklist</b>	
<input type="checkbox"/> Fully stocked first aid kits	<input type="checkbox"/> Sunscreen
<input type="checkbox"/> List of children attending the incursion	<input type="checkbox"/> Sun smart clothing/hat
<input type="checkbox"/> Contact information for each child	<input type="checkbox"/> Permission forms signed
<input type="checkbox"/> Medical information for each child	<input type="checkbox"/> Spare clothing and towels
<input type="checkbox"/> List of educators/volunteers/parents attending the incursion	<input type="checkbox"/> Contact information of educators/volunteers/parents attending the incursion
<input type="checkbox"/> Medical and Contact information for adults and educators attending the incursion	<input type="checkbox"/> Accident and Incident forms
<input type="checkbox"/> Working service mobile phone /walkie talkies for means of communication with the main service and emergency services	<input type="checkbox"/>
<input type="checkbox"/> Other items not listed, please list:	



<b>Excursion/Incursion Risk Assessment</b>							
<b>Activity</b>	<b>Hazard Identified</b>	<b>Risk Assessment Before Controls (Use matrix)</b>	<b>Elimination/control measures in place</b>	<b>Risk Assessment After Controls (Use matrix)</b>	<b>Who</b>	<b>When</b>	<b>Comment</b>
<b>Hi 5 Inflatable waterslide arriving at the service building</b>	<b>Setting up the Hi5 Inflatable waterslide experience into the OSHC area.</b>	<b>High</b>	<b>Educators to actively supervise the children in an area away from the setting up of the Inflatable waterslide.</b>	<b>Low</b>	<b>Coordinator RP's Educators</b>	<b>8/4/26</b>	
<b>Group discussion with the children before the Incursion activity starting</b>	<b>Safety discussion</b>	<b>Med</b>	<b>Coordinator/RP to discuss the safety expectations/guidelines of engaging on the Inflatable waterslide.</b>	<b>Low</b>	<b>Coordinator RP</b>	<b>8/4/26</b>	
	<b>Sunburn</b>	<b>High</b>	<b>Prior to children engaging in the activity, sun smart routines will be followed for the duration of the activity as per the service policies. Sunscreen on 20 minutes prior to children engaging in outdoor play. Reapplying sunscreen every 2-hour, sun smart hats and clothing to be worn by all educators and children who are participating on the mega obstacle course. Educators to support the children with applying sunscreen prior to the activity and every 2-hours onwards.</b>	<b>Med</b>	<b>Coordinator RP Educator</b>	<b>8/4/26</b>	

Children's health and safety	Running and slipping over	High	Remind children to walk while moving onto the waterslide. Educators to be positioned at the beginning and the end of the line. Incursion coordinator to ensure that slide is set up on grass area.	Med	Coordinator RPs Educators	8/4/26	
Environment	Inclement weather	Medium	Coordinator is to access weather reports and assess what the weather may do prior to incursion. Coordinator to develop a contingency plan for the day in event that the incursion may need to be cancelled due to any storm activity.	Low	Coordinator RPs Educators	8/4/26	
Engaging on the waterslide	Accidental collision of children on inflatable slide.	High	Educators will continually remind the children of the safety expectations/guidelines of using the Inflatable slide. Remind the children to slide to the end and exit immediately. Educators will actively supervise Inflatable waterslide while the children are engaging in the activity.	Med	Coordinator RPs Educators	8/4/26	Two children only at all times allowed on slide.
Engaging on the waterslide	Inflatable slide deflating	High	Hi5 Inflatable Waterslides staff to ensure power source is secure, whether it be a generator or power leads. Power leads to be covered to avoid accidental disconnection or it becoming a tripping hazard. All educators to actively supervise the children while engaging on the waterslide.	Med	Coordinator RPs Educators	8/4/26	Two children only at all times allowed on slide. Remind children to stay away from generator.
Hi 5 Inflatable Waterslide departure for the OSCH service area.	Packing away the Hi5 Inflatable waterslide.	High	The Hi 5 Inflatable waterslide staff will pack away and remove the Inflatable waterslide from the service area. Educators will actively supervise the children away from the area until the Hi 5 staff have left the service area.	Med	Coordinator RPs Educators Hi5 Inflatable Waterslide staff	8/4/26	

<b>Plan Prepared By:</b>	<b>Name:</b> <b>Kim Truscott</b>	<b>Position:</b> <b>Coordinator</b>
<b>Prepared In Consultation With:</b>	<b>Sophia Michetti – Assistant Coordinator</b>	
<b>Communicated to:</b>	<b>Southport State School P &amp; C Executive Committee</b>	
<b>Date:</b>	<b>23/3/2026</b>	
<b>Venue and Safety Information Reviewed and Attached:</b>	<b>Yes/No</b> <b>Comment if Needed:</b>	
<b>Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs</b>		

## Risk Matrix

Consequences							
Likelihood			Insignificant No Injury	Minor First aid required	Moderate Medical treatment	Major Serious Injury	Catastrophic Death
			1	2	3	4	5
	<b>Almost Certain</b> Is expected to occur most times	1	Medium	High	High	Extreme	Extreme
	<b>Likely</b> Will probably occur most times	2	Medium	Medium	High	Extreme	Extreme
	<b>Possible</b> Might occur some time	3	Low	Medium	High	High	Extreme
	<b>Unlikely</b> Could occur at some time	4	Low	Low	Medium	High	High
	<b>Rare</b> May occur in some circumstances	5	Low	Low	Low	Medium	High



