# RISK ASSESSMENT

| | | | |
|---|---|---|---|
| **Location/Task assessed** | SEA LIFE Sydney Non guided-Se;f guided schools/vac care | **Date of Assessment** | 1-Aug-20 |
| **Location/Deparment** | Operations | **Review date** | 1-Aug-21 |
| **Risk Assessors** | SEA LIFE Sydney operations | **RA number** | RA21 |
| | | **Revision No.** | 1 |

**Risk Rating (RR) = Severity (S) X Likelihood (L)**

| SEVERITY (S) | REMOTE | POSSIBLE | PROBABLE | IMMINENT |
|---|---|---|---|---|
| FATAL | 4 | 8 | 12 | 16 |
| MAJOR | 3 | 6 | 9 | 12 |
| MODERATE | 2 | 4 | 6 | 8 |
| MINOR | 1 | 2 | 3 | 4 |

LIKELIHOOD (L)

| | | | |
|---|---|---|---|
| 8-16 | = | High Risk → | Action required to reduce risk (Immediate action or cessation of activity should be considered if >12) |
| 3-6 | = | Medium Risk → | Consider and implement actions to reduce risk if reasonably practicable |
| 1-2 | = | Low Risk → | Generally no action required, monitor & review to ensure risk remains low |

**Hazard Prompt List** (Not Exhaustive) :
**Workplace:** adverse weather, cold surfaces, collision, confined space, fall from ht., falling objects, fire, glare, hot surfaces, inadequate access, noise, operation of vehicles, poor lighting, sharps, significant noise, significant vibration, slip/trip/fall, structural collapse, stressful environment, unsafe storage, unstable stacking.
**Ergonomic:** manual handling, poor ergonomics, repetitive motion, overreaching
**Agents:** biological substances, explosive substances, flammable fluids, flammable gas / mist / fumes / dust, hazardous fluids, hazardous gas / mist / fumes / dust, ionising / non-ionising radiation, lasers, UV light.
**Equipment:** compressed air, crushing, cutting / severing, drawing-in / trapping, entanglement, friction / abrasion, high pressure fluid injection, impact, shearing, slips / trips / falls, stabbing / puncture, stored energy,
**Electrical:** direct electrical contact, electro-magnetic effects, electrostatic phenomena, indirect electrical contact, short circuit / overload, electrical source of ignition.

| Hazard/Issue Identified | Persons at Risk (ie Staff, Guests,Contractors) | Existing Controls | S | L | Risk Rating | Further Controls Required to Reduce RR (If Any) Comment | By Whom | By When | Completed (Y/N) | S | L | Residual Risk Rating |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Slip / Trip / Fall | All | Wet floor signs (when required), Keeping paths clear of objects or debris to alleviate trip hazards, Only enter well lit areas or have adequate lighting (flashlight) prior to entering into dark areas | 1 | 2 | 2 | Teachers can enter the venue for free prior to excursion to inspect venue suitability. We encourage teachers to share with students what they should expect when visiting the attraction. This is so students are aware there are some dimly lighted areas within the venue. | | | | | | 0 |
| Human Error | All | Warning signs, All doors locked, Policies & Procedures, Hygiene protocols, Wash/Disinfection facilities, Manual handling procedures, PPE, Equipment inspections, Groups briefed on behaviour expected upon arrival. | 2 | 1 | 2 | | | | | | | 0 |
| Animal (Bites, Stings, etc) | All | No guest interaction with rays. Display doors locked when not in use. PPE (gloves, chainmail, nets, slings, barriers etc), First Aid training for staff. | 2 | 1 | 2 | We ask that all students are properly supervised within the attraction including interactions with our animals. We encourage all teachers/carers to remind students that animals prefer calm and quiet environments | | | | | | 0 |
| Drowning | Attraction Visitors | Groups under adult supervision at all times. | 4 | 1 | 4 | students sh0ould not climb railings around Dugong Island. Teachers should note that height restirctions and age restrictions apply on Penguin boat ride. Assitional teacher | | | | | | 0 |
| Reduced Lighting | All | Keeping paths clear of objects or debris to alleviate trip hazards. | 1 | 1 | 1 | | | | | | | 0 |
| Fire | All | Building fitted with smoke detectors and fire alert system. Emergency Response Plan; Fire Training for all staff as per NSW regulations; Areas kept clean and tidy; fuel sources minised. | 4 | 1 | 4 | in any evacuation we ask teachers and students to remain calm and follow the instruction of staff over the loud speakers. We ask that all groups wear school unfiroms so that groups can be easily identified. | | | | | | 0 |
| Infection / Zoonotics | All | Hand Santisier facilities, quarantine of sick animals, regular display maintenance, regular water testing (weekly), written procedures, locked BOH areas. | 2 | 1 | 2 | | | | | | | 0 |
| Housekeeping / Cleaning | All | Maintenance conducted out of opening hours, signage used to inform guests of maintenance. | 1 | 1 | 1 | | | | | | | 0 |
| Animal Escape | All | Staff member on touch pool display (which is opposite ray pool), barricades up when not attended. Staff member on neighbouring display are aware to call BOH in case of escape. | 2 | 1 | 2 | | | | | | | 0 |
| Manual Handling | All | Staff training on correct lifting procedures; trolleys available; team lifting where necessary | 1 | 1 | 1 | | | | | | | 0 |
| Allergies | All | Declaration of allergies required in booking process; staff made aware prior to arrival of guests, first aid training. Seafood allergies persons given gloves or prevented from participating in high risk activities involving touching seafood | 3 | 1 | 3 | | | | | | | 0 |
| COVID-19 regulations - hygiene, social distancing | All | Hygiene screens at acash points, PPE (masks, gloves, goggles) available for staff; available for guest to purcahse; Hand washing stations including soap, water and hand sanitizer; Social distancing 4m2 rule, limits on people in less ventilated areas, Temperature checks prior to coming onsite, high touch points of contact sterilised regularly; Reveiw changes of government regulations weekly as released. COVID HSS Plan, COVID SOPs, Staff training in COVID regulations. Contact tracing required on arrival. Groups required to break into smaller groups on arrival to ensure 4m2 rule can be adhered to throughout the attraction. | 3 | 1 | 3 | During COVID-19 we have limited capacity within the attraction and bookings are essential for all school groups. As we are limiting contact all excursion payments are cashless and must be made prior to your excursion date. We are currently not offering guided school tours during this time. We have signage and markings to help guests social distance through the attraction. We are currently not offering keeper talks to help with people moving through the attraction. Guests over the age of 11 are reqiored to wear a mask and all front line staff interacting with guests within the attraction. | | | | | | 0 |
| Loss of Group Participant | Attraction Visitors | Loss child/ parent SOP; staff training. | 1 | 1 | 1 | SEA LIFE Sydney allows adequate supervision ratios to ensure that all children under 18 can be supervised at all times. Students are also required to wear school uniform and carry with them emergency school contact details- so they can be easily identified. Children lost are encouraged to look for a staff memeber who can assist them. All staff have radios to communicate with other team memebers. | | | | | | 0 |

**Staff Sign Off**

| Name (BLOCK CAPITALS) | Signature | Date |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |