

# **Risk Analysis Management System: for schools visiting Ferrymead**

## **Identified risks:**

- Injuries caused by vehicles (eg trams, trains, maintenance vehicles)
- Accidents involving working machinery
- Accidents involving animals
- Injuries resulting from tripping and falling
- Injuries resulting from fire (eg bakery, open fire, oil, kerosene lamps)
- Injuries involving electrical components

## **Dangers:**

- People: insufficient supervision of students, parent-helpers inadequately briefed
- Equipment: some items that may be used during visit (eg hot irons, wringer, working coal range, saw, garden tools, cooking equipment, craft implements, electrical components)
- Costuming - long skirts for girls
- Pioneering environment: many machines (working and display), horses, ponds, uneven surfaces

## **Risk management strategies:**

### **Normal operations**

- Pre-visit information to teacher includes information about programme content and advises adults ratios. Students are to be supervised at all times
- During the visit Ferrymead Educators will advise teachers and students of any safety issues specific to their Ferrymead visit
- Ferrymead Educators manage all potentially hazardous equipment by instructing students in the correct and safe use of equipment; this equipment will be supervised by Ferrymead Educators or teachers/parents of the visiting school

### **Emergency**

- First aid will be administered as necessary. First aid kits are located near programme areas. All Ferrymead Educators are qualified in First Aid
- In the event of an emergency (eg fire, earthquake, tsunami) Ferrymead Heritage Park staff will direct you to the appropriate Evacuation Area and the visiting school will gather in Coronation Park.

Please be aware that Ferrymead Heritage Park will have other visitors in the park during your visit and while we try to minimise the taking of photographs we can not guarantee that photographs will not be taken of your students.