

Venue Safety Assessment

Item	Procedure (In steps)	Potential Hazard	Safety Controls	Manager Approval
1	Walking around exhibit & animal precincts	<ul style="list-style-type: none"> • Student may lose school group and/or get lost. • Slip, trip or fall • Sunburn, heat stress, dehydration 	<ul style="list-style-type: none"> • Ensure students are aware and prepared for walking through a large site • Ensure students wear appropriate footwear • Teachers must follow recommended supervision ratios of 1:4 for Preschool, 1:8 for Kindy Year 1 and 1:10 for above. • Teachers/supervising adults should implement effective supervision strategies (e.g. Name badges, mobile contact number displayed on students, utilising Zoo staff in case of emergencies, regular roll calls and emergency meeting points. • Zoo Staff with First Aid qualifications are on duty at all times within the Zoo. • Ensure students are provided with adequate sun protection • Teachers to be aware of undercover areas in case of hot weather 	

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2	Contact with animals & plants	<ul style="list-style-type: none"> • Diseases or allergies • Animal bite or scratch 	<ul style="list-style-type: none"> • Animals are always under the control and supervision of trained staff members or volunteers • Animals are regularly checked for potential disease • Students must wash hands after contact with animals with warm soapy water or use antibacterial foam (available various points around the zoo) • Students are advised that they must not enter exhibit areas without approval or supervision by Zoo staff • Do not enter signage is posted in areas which are prohibited by staff, public without proper authority 	

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3	Traffic hazards	<ul style="list-style-type: none"> • Children injured by moving vehicles 	Traffic speed limit of 10km/h for all vehicles within the car park.	

Other Information	
Accessible Toilets	Disabled toilet facilities are located in 3 areas around the park.
Accessible exhibits	The Zoo and all animal exhibits are accessible to view by persons in a wheelchair.
Emergency procedures	Emergency procedures are in place and staff are trained to deal with emergency situations
Insurance	The Zoo has Public Liability Insurance, and a copy of our Certificate of Currency is viewable and downloadable from our Education page on our website.

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Equipment required for task	Personal Qualifications and Experience	Personal Duties and Responsibilities	Training required to complete work	Maintenance checks
First aid kits available at designated points around The site	During Tours, Zoo Guides or Keepers assist School Teachers in the supervision of children	Safety brief is provided to teachers prior to Zoo entry and/or School Tours and to Zoo Tour participants	NA	
First aid is on call at all times during operating hours	Zoo Staff with First Aid qualifications are on duty at all times within the Zoo.			