

Last updated: 12/12/2020. Communicated to all staff.

OSHC Risk Assessment Plan: COVID-19

Risk assessment					
Activity	Hazard identified	Risk assessment (use matrix)	Elimination/control measures	Who	When
OSHC	Children being unwell with Corona	H	Any children with temperature or feeling unwell, will sit on the couch in the foyer, their parents will be called to pick them up. Any children feeling unwell, or returned from overseas, or having come in contact with a COVID-19 person, will not be allowed to attend the centre.	OSHC coordinator	During OSHC time
	Families entering the centre.	H	Pickup and drop off will be done at the entrance to the centre	OSHC coordinator	During OSHC time
	Staff being unwell with Corona	H	Staff feeling unwell, or having returned from overseas, or having come in contact with a COVID-19 person, will not be allowed to attend the centre. Staff will have to sanitise their hands upon arrival to the centre.	OSHC coordinator	During OSHC time
	Spread of germs	H	All children will hand sanitise upon entry to the centre. All snacks will be single portion snacks, or will be given out by staff wearing gloves. Children will be reminded to wash hands well upon entry, after the toilet, after entering from outside.	OSHC coordinator	During OSHC time

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			<p>Signs will be hanging reminding children and staff about safe COVID-19 practices.</p> <p>All staff will hand sanitise upon entry to the centre.</p> <p>Staff will wear masks if they cannot socially distance. They will be permitted to remove their mask when instructing the children.</p> <p>All facilities will be thoroughly cleaned right before the start of OSHC</p> <p>Families will be notified about our COVID-19 policies and will be asked to run through them with their children</p> <p>Staff will be notified about our COVID-19 policies and risk assessment.</p> <p>All staff will complete the following course: https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training</p>		
	Appropriate first aid	H	<p>When applying first aid, Standard precautions will be adopted e.g. gloves and apron to use when dealing with blood or body fluids/substances.</p> <p>Hands will be washed with soap and water or use a hand sanitiser before and after providing first aid.</p> <p>Staff will Follow cleaning guidance according to the situation of the case. If a child spreads droplets (e.g. by sneezing, coughing or vomiting),</p>	OSHC coordinator	During OSHC time

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			clean surfaces immediately with disinfectant wipes while wearing gloves.		
				OSHC coordinator	During OSHC time

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Communicated to: Chabad Youth Staff

Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.

Risk Matrix

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Almost certain	Moderate	High	High	Extreme	Extreme
	Likely	Moderate	Moderate	High	Extreme	Extreme
	Possible	Low	Moderate	High	High	Extreme
	Unlikely	Low	Low	Moderate	High	High
	Rare	Low	Low	Low	Moderate	High

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