

Event: Use of Campfire

After Hours Emergency Contact: Mark - 0439 454 753 / 4575 0479

Activity	Hazard / Risk Identification	Risk	Elimination or Control Measures
Campfire	Physical/behavioural challenges-risk of: <ul style="list-style-type: none"> • Allergic reactions, asthma, diabetes • Separation from group • Inappropriate behaviour 	5 5 6	Students/visiting teachers are aware of set boundaries around camp fire pit Students to be supervised at all times at site and EEC to clarify roles and responsibilities with visiting staff Visiting teachers to give prior advice to EEC staff of student medical / behavioural conditions Students and / or visiting teacher carry necessary medication for self administering
	Risk of injury/illness/burns due to: <ul style="list-style-type: none"> • Restocking fire with wood • No water available at site • Fire out of control 	6 6 6	Visiting teachers made aware of floodlight location near campfire Visiting teachers/students have read campfire safety instructions before activity Restocking the fire with wood is to be done by the supervising teacher Campfire Guidelines Sign is placed visibly near fire pit area and in kitchen EEC staff ensure fire pit is maintained properly Fire is supervised by teachers constantly whilst it is alight EEC staff inform teachers of the location of a water source to fully extinguish after use Emergency vehicle and phone are available and on site at all times
	Risk of injury/illness/burns due to: <ul style="list-style-type: none"> • Student being too close to fire • Running/tripping • Snake/insect bite • Strong wind, sparks • Not adhering to fire ban 	5 6 4 4 4	Students are advised that the campfire area is strictly a 'walking' and 'sitting' area Visiting teachers and students are given a Snake/Insect Safety briefing before activity Appropriate First Aid and phone are quickly and easily accessible EEC staff informs teachers of current weather/fire bans and cancel activity accordingly – all are aware of medical and fire emergency procedures. EEC staff home and mobile phone numbers are easily attainable for visiting teachers

Communicated to: EEC casuals and visiting teachers via booking confirmation package.
For more information visit <https://detwww.det.nsw.edu.au/adminandmanage/ohands/index.htm>
or contact Brewongle EEC on: ph 45791136 Fax: 45791036

Principal: Mark Edwards
Teacher: Damien Feneley
Admin. Manager: Shelley Brown

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Risk Matrix: 1 / 2 High Risk, 3 / 4 Moderate Risk, 5 / 6 Low Risk

Teacher/Approved Adult to Student Ratio not to exceed 1:10 (this may change according to age or activity)

NB: Brewongle EEC requires visiting schools to provide all necessary medications and equipment, including; epi-pens and ventolins (preventers and relievers)