

Family Day Care risk benefit assessment

Educator details

Educator name:		Scheme name:	
Educator address:		Date of assessment:	

Assessment topic

Details of topic to be assessed:	
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Risk assessment

Benefit assessment

List the **benefits** to children's learning:

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Risk assessment			
Identified risk / hazard <i>(people, information, physical assets & finances, reputation)</i>	PRELIMINARY RISK ASSESSMENT	Control measures to minimise risk	Who When LEVEL OF RISK
	(no measures in place) <i>(using risk matrix - consequence x likelihood)</i>		(with control measures in place) <i>(using risk matrix - consequence x likelihood)</i>

Overall preliminary risk assessment =		Overall level of risk =
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Excursion risk benefit assessment – OUTCOME

<input type="checkbox"/> BENEFITS outweighs RISK	OR	<input type="checkbox"/> RISK outweighs BENEFITS
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Non-negotiable elements of this risk (determined after the risk assessment):



Comment if needed:

Review plan :

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



Risk Matrix

Likelihood	Almost Certain	Possibility of occurrence more than 75% - expected to occur
	Likely	Possibility of occurrence between 50% and 75% - probably will occur
	Possible	Possibility of occurrence between 25% and 50% - may occur at some time
	Unlikely	Possibility of occurrence between 5% and 25% - could occur at some time
	Rare	Possibility of occurrence less than 5% - may never occur

Consequence	Critical	<ul style="list-style-type: none"> Critical incident (eg death or permanent disability of adult or child; high level of distress to other parties) Sustained negative publicity or damage to reputation from a national perspective or from the community welfare perspective
	Major	<ul style="list-style-type: none"> Multiple injuries requiring specialist medical treatment or hospitalisation; and/or major occupational health safety and welfare liability incident/issue Major incident which damages public or parent confidence
	Moderate	<ul style="list-style-type: none"> Serious injuries and/or illness Complex welfare and/or health care issue Serious disruption or incident, resulting in distress to children and adults
	Minor	<ul style="list-style-type: none"> Minor first aid or minor occupational health safety and welfare liability incident/issue (eg minor cuts, bruises, bumps)
	Insignificant	<ul style="list-style-type: none"> No treatment required

Level of Risk

		Likelihood				
		Rare	Unlikely	Possible	Likely	Almost Certain
Consequence	Critical	Moderate	High	High	Extreme	Extreme
	Major	Moderate	Moderate	High	High	Extreme
	Moderate	Low	Moderate	Moderate	High	High
	Minor	Low	Low	Moderate	Moderate	Moderate
	Insignificant	Low	Low	Low	Moderate	Moderate

