

# Site Safety Analysis Template

<b>Planting Site Address:</b>		<b>Date:</b>	
<b>Activity:</b>			
<b>Risk</b>	<b>Risk Level</b>	<b>Mitigation Measure/s</b>	<b>Who is responsible?</b>
Slips, trips, falls, risk of scratching from branches	Low, medium or high (select one)	Highlight risk to students, ask them to watch their step and to be aware of branches near their face. All students to wear appropriate, closed footwear. Students to stay on paths at all times, except during planting day.  Students will be closely supervised by a responsible adult. Carry first aid kit to treat any minor injuries (scrapes etc). Call emergency services for more serious injuries.	
Snakes	Low, medium or high (select one)	Explain risk of snakes to students, and tell them what to do if they see a snake (ie. do not approach). Carry first aid kit with snake bite bandage. Call emergency services immediately in case of snake bite.	
Sunburn, windburn	Low, medium or high (select one)	All students to wear sunscreen and hats on site.	
Allergy to native plants	Low, medium or high (select one)	All students to wear gardening gloves when handling plants. Carry first aid kit to treat any minor allergies.	
Bees, wasps, ant bite	Low, medium or high (select one)	All students to wear gardening gloves when handling plants. Carry first aid kit to treat any minor stings.	
Fatigue	Low, medium or high (select one)	Students will be on site no more than 2h, and will take regular breaks. Staff will monitor themselves and students for signs of fatigue, and adjust the time on site accordingly.	
Weather - wind, heat, cold	Low, medium or high (select one)	Site visits will be cancelled and postponed in cases of inclement weather (eg. excessive heat, high winds).	
Students unable to understand site safety instructions.	Low, medium or high (select one)	Students will be given clear, age-appropriate instructions on site safety, and trained how to use tools safely, including establishing a safe work distance from one another.	
Fire	Low, medium or high (select one)	Site visits will be cancelled and postponed on days of Total Fire Ban.	

