

# NERF EVENT



Identify Activity <i>Funtime Kids Parties Childrens Nerf Event</i>		Location <i>Outdoors. Backyard, public park, sports park, playground</i>		Who May Be At Risk <i>Participants (children), Supervising Adults, Funtime Staff, Passers-By</i>		
Tasks	Hazards	Risks	Risk Rating			Existing Control Measures
			Likelihood	Impact	Risk Assessment	
<i>Staff transporting, setting-up, cleaning, and removing equipment</i>	<i>Moving and placing bulky equipment</i>	<i>Trip hazards, children underfoot, unsafe logistics</i>	<i>Possible</i>	<i>Minor</i>	<i>Medium</i>	<i>Supervising Adults to keep children away from the setup area.  Staff to use safe practices while moving and placing equipment.  Staff to use the safest possible locations for equipment, obstacles and storage.</i>
<i>Equipment</i>	<i>Tents, tunnels, weights, cones, buckets &amp; crates  'Guns' and 'bows'  'Tags'  Team Vests</i>	<i>Trip Hazards  Trip hazard  Equipment malfunction  Projectile  Trip hazard</i>	<i>Likely</i>	<i>Minor</i>	<i>Medium</i>	<i>Supervising Adults are to ensure that children do not run or play unsupervised or uncontrolled around equipment and the play area.  Staff is to ensure that equipment not in use is stored outside of designated the play area.  Staff to give safety instructions before the event to the participants - especially around wearing safety equipment and proper care, use &amp; storage of equipment. Supervising Adults are to support Staff in ensuring</i>

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						<p><i>adherence to these instructions.</i></p> <p><i>Both Staff and Supervising Adults are to watch for malfunctioning equipment - and the equipment is to be brought to the attention of the Staff immediately. This may be remedied by adjusting the equipment, further instruction on use, or replacement of the item.</i></p>
Safety Equipment	Goggles	Improper use  Equipment malfunction	Possible  Unlikely	Major	High	<p><i>Staff to give safety instructions before the event to the participants - especially around wearing safety equipment and proper care, use &amp; storage of equipment. Supervising Adults are to support Staff in ensuring adherence to these instructions.</i></p> <p><i>Both Staff and Supervising Adults are to watch for malfunctioning equipment - and the equipment is to be brought to the attention of the Staff immediately. This may be remedied by adjusting the equipment, further instruction on use, or replacement of the item.</i></p>
Physical play	Response to physical play	Adverse response to physical play	Rare	Insignificant	Low	<p><i>Funtime Kids Parties has set age recommendations based on typical behavioural development.</i></p>

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						<i>The Supervising Adults have the responsibility of assessing and excluding the participants who might have an adverse reaction to physical play of the event.</i>
<i>Play Area</i>	<i>Passers-by, dogs, non-participant children nearby</i>  <i>Trees, ground surface, terracing, park furniture, permanent sports equipment</i>	<i>Play interruption</i>  <i>Trip hazard</i>  <i>Bump hazard</i>  <i>Fall hazard</i>  <i>Slip hazard</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Supervising Adults and Staff are to watch out for possible play interruptions, such as dogs, and non-participant children, and assist in their safe passage around or through the play area as appropriate.</i>  <i>Event Contact is to work with Funtime Kids Parties to ascertain suitable areas for the NERF event prior to the day of the event.</i>  <i>Staff to ensure that the location of the play areas within the park/playarea/etc. is optimal - including avoiding busy areas of the park, avoiding off-leash areas, location of park furniture, play structures and sports equipment - and ensuring suitable ground coverage and landscaping.</i>
<b>Who Conducted the Risk Assessment?</b>						

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**Funtime Kids Parties**  
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Completed by: *Soozie Brown, Funtime Kids Parties Event Manager*

Signature:

*Soozie*

Date: *23 September 2015*

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## RISK RATING MATRIX

		Impact				
		Insignificant	Minor	Moderate	Major	Severe
Likelihood	Almost Certain	Medium	High	High	Very High	Very High
	Likely	Medium	Medium	High	High	Very High
	Possible	Low	Medium	High	High	Very High
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Medium	Medium	Medium

Likelihood	Almost Certain	Is expected to occur in most circumstances
	Likely	Will probably occur in most circumstances
	Possible	Could occur at some time
	Unlikely	Not likely to occur in normal circumstances
	Rare	May occur only in exceptional circumstances

Impact	Insignificant	Injuries not requiring first aid
	Minor	First aid required
	Moderate	Medical treatment required
	Major	Hospital admission required
	Severe	Death or permanent disability to one of more persons

*Risk Assessment*  
*SCHOOL, VACATION CARE, ORGANISATION EVENT*

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