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### **Funtime Kids PTY LTD**

1800 386 846

office@funtimekidsparties.com.au www.funtimekids.com.au

Identify Activity	Location	Who May Be At Risk
Funtime Kids Parties	Indoors. Hall, event space or	Participants (children and adults), Supervising Adults,
Childrens Beyblade Event	home	Funtime Staff
	D: 1 D .:	

Childrens Beyb	lade Event	home			Funtime Staff	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
				Risk Rating		
Tasks	Hazards	Risks	Likelihood	Impact	Risk Assessment	Existing Control Measures
Staff transporting, setting-up, cleaning, and removing equipment	Moving and placing heavy, and bulky equipment	Trip hazards, children underfoot, unsafe logistics	Possible	Minor	Medium	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.
Water and Liquids	Water	Electrical Hazards & Device Damage  Slipping hazard  Allergic reactions	Rare	Major	Low	Supervising Adults and Staff are to ensure that these events are away from all possible electrical equipment and devices. Children are NOT to be carrying devices that may be affected.  Supervising Adults are to keep control of children to ensure they do not run about and slip on the ground. Children must follow the instructions given by the Staff.  Event Contact and Supervising Adults have the responsibility of assessing and excluding the participants who might have allergies that could be affected by items used during a particular event.

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Game Equipment	Matting  Beyblades  Large kids pool (empty)  Mini Arenas	Trip Hazards	ukLikely	Minor	Medium	Supervising Adults are to ensure that children do not run or play unsupervised or uncontrolled around equipment and the play area.  Staff is to express any concerns about safety to the Event Contact and Supervising Adults. Staff is to seek out the safest place for play, and use measures (such as clearing away refuse) to make trip and bump hazards as unlikely as possible.  Supervising Adults have the responsibility of assessing and excluding the participants who might have an adverse allergic reaction to
Physical play	Unsafe gameplay	Events such as choking, and misuse of equipment Kids getting close to flying elbows	Possible	Minor	Medium	each of the events.  Supervising Adults and Staff are to watch for equipment being broken deliberately or used unsafely by the children - such as chewing, biting, pushing into ear or nose, or used to hurt another child.  Funtime Kids Parties has set age recommendations based on typical behavourial development.
Physical play	Response to physical play and social aspects	Adverse response to play - physically, emotionally or mentally	Rare	Insignifican t	Low	Funtime Kids Parties has set age recommendations based on typical behavourial development.  The Supervising Adults have the responsibility of assessing and

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						excluding the participants who might have an adverse reaction to physical, mental, emotional or social aspects of the event.
Play Area	Floor surface, furniture, and obstacles	Trip hazard  Bump hazard  Fall hazard  Slip hazard	Possible	Major	High	Event Contact is to work with Funtime Kids Parties to ascertain suitable areas for the event prior to the day of the event.  Staff to ensure that the location of the play areas within the event location is optimal - including avoiding high traffic areas, uneven floors, furniture, décor, and floor surfaces.

Who Conducted the Risk Assessment?

Completed by: Soozie Brown, Funtime Kids Parties Event Manager

Signature:

Sozie

Date: 06/09/24

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#### **RISK RATING MATRIX**

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

Likelihood

Almost Contain Is sympate		le avected to acquir in most sireumstances
	Almost Certain	Is expected to occur in most circumstances
Possible Could occur at some time Unlikely Not likely to occur in normal circumstance		Will probably occur in most circumstances
		Could occur at some time
		Not likely to occur in normal circumstances
		May occur only in exceptional circumstances

Impact

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