

ONSITE RISK MANAGEMENT PLAN

SAFE SLEEP, REST AND RELAXATION PRACTICES IN OOSH



PROPOSED ACTIVITIES	SLEEP, REST AND RELAXATION	WATER HAZARDS? No If yes, detail in risk assessment below.
<p>Statement:</p>	<p>Opportunities to meet each child's sleep, rest and relaxations needs will be met as far as practicable. The Education and Care Services National Law requires services to ensure children have access to a safe environment for children to sleep, rest or relax if the occasion arises.</p> <p>If a child becomes unwell the parent/guardian will be contacted immediately and requested to take the child home. The OOSH environment is often limited for longer sleeps. All parent is made aware of the service's sleep and rest policy that Educators use to guide practice. Educators are made aware of sleep and rest policy and practices as part of induction. Our service will aim to meet individual needs to make the child as comfortable as possible.</p>	
<p>Educator to child ratio, including whether this activity warrants a higher ratio?</p> <p>Please provide details.</p>	<p>1:15</p>	
<p>Relates to:</p>	<p>National Law 165,167 National Education and Care Regulation 168, 110, 115, 169, 82, 84a, 84b, 84c, 84d, 103, 105</p>	

RISK ASSESSMENT

network of community activities

ACTIVITY	HAZARD IDENTIFIED	RISK ASSESSMENT (use matrix) Points to customise to your service	ELIMINATION/CONTROL MEASURES Points to customise to your service	WHO	WHEN
Sleep and Rest	Space / Location Ventilation Temperature	Moderate	<ul style="list-style-type: none"> • Ensure the sleep environment is free from hazards. • Identify a location that is appropriate to the needs and age of the child. • Consider the age of the child and a suitable place for sleep and rest. • Remove toys or resources that could fall on the child. • Light, ventilation and temperature will be considered and monitored. 	Educators on duty	
Sleep and Rest	Clothing		<ul style="list-style-type: none"> • Clothing may be loosened with consideration to the privacy of the child. • Educators remove any loose clothing or ask the child to such as scarfs, hat cords etc. • Educators to ensure children do not wear dress up or other items that could cause danger to the child when sleeping. 		
Sleep and Rest	Supervision		<ul style="list-style-type: none"> • Educators continuously supervise sleeping children and sleeping children are in line of sight of an Educator 		
Sleep and Rest	Health Needs		<ul style="list-style-type: none"> • Individual health needs of the child are considered and checked 		
Sleep and Rest	Communication		<ul style="list-style-type: none"> • Educators will collaborate with the child to create a relaxing environment for sleeping and identify a location that is appropriate to the needs and age of the child. • Information shared with parents and families about Safe Sleep Practices. 		
Sleep and Rest	Environment (eg. exposed power points, power cables, blind or blind cords within reach, resources stacked high, etc.)		<ul style="list-style-type: none"> • Blind and cords are not accessible to the child • Any potential hazards are removed from the environment • Equipment and any soft furnishings are clean and hygienic 		
Sleep and Rest	Hygiene		<ul style="list-style-type: none"> • All equipment should be clean and fit for use regularly cleaned and sterilised after each use 		

IN CASE OF EMERGENCY DIAL 000



PLAN PREPARED BY:	
PREPARED IN CONSULTATION WITH:	Network of Community Activities
COMMUNICATED TO:	
REMINDER:	Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.
REVIEW DATE:	

RISK MATRIX						
L I K E L I H O O D	CONSEQUENCE					
		Insignificant	Minor	Moderate	Major	Catastrophic
	Almost certain	Moderate	High	High	Extreme	Extreme
	Likely	Moderate	Moderate	High	Extreme	Extreme
	Possible	Low	Moderate	High	High	Extreme
	Unlikely	Low	Low	Moderate	High	High
	Rare	Low	Low	Low	Moderate	High