



Work Health and Safety

Extreme Video Gaming Trailer Risk Assessment plan

Prepared by **BUBBLING WITH ENERGY PTY LTD ATF THE BWE ENTERTAINMENT TRUST**

This document covers the Extreme Video Gaming Trailer. A BWE Gaming Ambassador will be supervising the activity.

Organisation	The Kids Castle			Condition, task, activity or event	Video Gaming Trailer
Venue manager	Amy-Jo W				
Approved by (if applicable)	Amy-Jo Woodward	Date	20/8/26	Review date (if applicable)	IF USED AGAIN DURING VAC CARE
Prepared in consultation with	Tim Slack- Bubbling with Energy consultant,				

The following procedures / guides are understood and acknowledged:

- BWE Weather Monitoring Policy
- Images of the product in this category are appended.

- Excursion Planning and Management procedures
- Principal Endorsed Activity Procedures
- Land borne inflatable amusement trailer hazard fact sheet.
- Safety Alert 93 – Land-Borne Inflatable Amusement Trailer
- Requirements for all sport and physical activity guidelines
- Local workplace safety procedures for independent contractors – Form 34
- Health & Safety Induction Briefing
- Working with Children Check policy and procedures

BWEE risk assessments and associated documentation is attached, including evidence of Public Liability Insurance policy

Risk Management process

Hazard/s	Risk/s	Risk rating	Control action/s	Risk rating after controls	Responsible	Due	Complete
What presents the potential risk to health and/or safety?	What might happen, how likely is it and what could be the consequence/s?	Apply WHS Risk Matrix	What action/s will be taken to eliminate the risk/s or at least reduce them to an acceptable level?	Apply WHS Risk Matrix	Who is responsible for putting controls in place?	When should the controls be put in place?	When were controls implemented?
Setting up and packing up of the trailer	Person struck by vehicle during bump in and bump out. Falling tree branches, overhead or nearby electrical and telephone cables, high wind areas. Rocks or hard surfaces beneath the trailer. Electrical safety and trips, slips, falls. Patrons going into the trailer after the event has finished and it is no longer being supervised.	EXTREME (20)	BWEE arrival (bump in) as arranged. Departure (bump out) by as arranged. Unless arranged beforehand, towing vehicle is off site for the entire day while event is in place. Pack up is done after event finishes. Theatre to be located in an open area away from trees and any potential electrical cables. If in an indoor area, floor must be level and no debris, pipes etc exposed. Trailer will be located on previously agreed area. Area will be checked for any debris during set up by BWEE and event coordinator. If the trailer is detached from the vehicle, Operator to apply safety brake and chock behind the wheels. Exclusion zone to be established around trailer and barriers erected. All electrical equipment has been tagged and tested.	MEDIUM (8)	Event Coordinator in consultation with BWEE. BWE staff to supervise	At time of planning event and morning of / day of event	

Hazard/s	Risk/s	Risk rating	Control action/s	Risk rating after controls	Responsible	Due	Complete
			Apply flash to bang rule. Participants encouraged to wear sunscreen and stay hydrated especially if using the outside screens.				
Inappropriate usage or conduct using trailer. Participants jumping off.	Possible sprains, strains, head bumps, concussion, fractures, superficial abrasions	HIGH (12)	BWEE to confirm number of participants, Patrons will be given instructions regarding safety, behaviour, and entry/exit of trailer. Controls are not to be thrown. The Operator is responsible to oversee the safe use of the devices. NO objects with a sharp edge, are permitted inside the Gaming Trailer. Patrons to leave these objects with Attendant. BWE staff Games Ambassador will be supervising the trailer. BWE Ambassador will ensure that patrons do not become overly boisterous.	MEDIUM (6)	Event Coordinator / supervising staff	On day of event.	
Participants show signs of crying/scaredness in the trailer.	Psychological disturbance	LOW (3)	BWE supervisor will assist the patron to leave.	LOW (1)	BWE supervisor	On day of event	
Trailer gets wet / participants inside or on the trailer could slip.	Physical injury	MEDIUM (6)	The trailer activity will be stopped if floor becomes slippery, and will be dried completely before patrons are allowed on it.	LOW (1)	Event Coordinator / supervising staff	On day of event.	

Hazard/s	Risk/s	Risk rating	Control action/s	Risk rating after controls	Responsible	Due	Complete
Trailer dislodging.	Serious physical injury	EXTREME (15)	BWEE Supervising staff to monitor and check through the day and report to BWEE Manager. Prestart walk through with BWEE. Appropriate vehicle stabilising will be applied.	MEDIUM (4)	Event Coordinator in consultation with BWEE.	On day of event.	
People could trip over the cables and injure themselves or cut off the power.	Physical injury	HIGH (9)	Exclusion zone to be established around the inflatable and equipment. Supervising staff to monitor to ensure barriers/hazard warnings are maintained. Any cables laid across foot traffic areas will be covered by mats	LOW (1)	Event Coordinator in consultation with BWEE.	On day of event.	
Insufficient patron management / support systems in place. Patrons behaving poorly that may cause injury to themselves or others. Damage to trailer can result in injury to participants. Crowd congestion and control	Physical injury	HIGH (12)	Rules to be communicated to patrons to ensure there is no fighting, no jumping, no other equipment on the trailer, no smoking, vaping, food or drinks, no gum, or other choking hazards. BWEE operator must ensure appropriate rules are explained before use (e.g. how get on and to alight safely from the trailer) BWEE to provide / erect signage at the entrance of each activity to convey safety precautions. Supervising staff to ensure that patrons follow rules /safety precautions and deny entry to those who do not comply.	LOW (2)	Event Coordinator in consultation with BWEE. Supervising BWE staff	Safety Rules to be established prior to event and displayed on the day	

Hazard/s	Risk/s	Risk rating	Control action/s	Risk rating after controls	Responsible	Due	Complete
			Supervising staff apply “2 warnings and you are out” rule for misbehaving patrons.				
Patrons may experience motion sickness or vomiting. Exposure to human bodily fluids i.e., blood from any injuries. Covid 19, influenza and other infection diseases.	Physical condition	HIGH (12)	In the event of any exposure to bodily fluid the trailer will be closed until such time that the area can be cleaned and sanitised. Hand sanitiser provided at each trailer station. Staff encourage to use before entering the trailer and on exit.	LOW (2)	BWE supervisor and Event staff	On day of event.	
Staff are not aware of incident response procedures. Patron is injured while participating in an activity and staff are not trained to provide immediate response.	Exacerbation to a physical injury	HIGH (12)	BWEE staff stop trailer activity immediately and assess injured patrons Emergency procedures are followed as per our on site signage and training. On site First Aid staff/paramedics are called to take over care. Fully stocked First Aid Kit is stationed at each inflatable.	LOW (3)	First Aid Officer and BWE Supervisor	On day of event.	
Staff and patrons are not aware of emergency procedures such as electrical fire or equipment damage.	Physical injury / damage to property	EXTREME (15)	All staff and patrons are aware of emergency procedures and first aid response procedures. Safety check of trailer electrical and other equipment is conducted First aid kit is stationed at each inflatable. BWE has a risk assessment in place and certification or documentation	MEDIUM (4)	Event coordinator in consultation with BWEE.	On day of event.	

Hazard/s	Risk/s	Risk rating	Control action/s	Risk rating after controls	Responsible	Due	Complete
			showing the equipment is safe for use and in good working condition.				
Generator (if electric power access is not available)	Physical injury	HIGH (10)	Generators are fenced off and petrol is stored in BWE vehicle. Vehicles are equipped with fire extinguisher. .	MEDIUM (4)	Event Coordinator in consultation with BWEE Supervising staff	On day of event.	
Injury during trailer pack up and exit	Physical injury	HIGH (12)	BWEE's risk assessment documents include safety procedures. Post event inspection completed to ensure the area is left in safe condition with no damage to property or grounds.	LOW (3)	Event Coordinator on consultation with BWEE.	End of activities / completion of event.	

Risk matrix and evaluation

Table 1: THE WHS RISK MATRIX

	CONSEQUENCE (Severity)				
LIKELIHOOD (Probability)	Insignificant 1	Minor 2	Moderate 3	Major 4	Critical 5
	No treatment required.	Injury/illness requiring first aid treatment only.	Injury/illness requiring hospitalisation on going treatment.	Life-threatening injury/illness or multiple hospitalisations.	Death or multiple lifethreatening injuries.

Almost certain 5	Expected to occur in most circumstances.	MEDIUM 5	HIGH 10	EXTREME 15	EXTREME 20	EXTREME 25
Likely 4	High probability of occurring in most circumstances.	MEDIUM 4	MEDIUM 8	HIGH 12	EXTREME 16	EXTREME 20
Possible 3	Might occur occasionally.	LOW 3	MEDIUM 6	HIGH 9	HIGH 12	EXTREME 15
Unlikely 2	Could occur at some time, doubtful.	LOW 2	MEDIUM 4	MEDIUM 6	MEDIUM 8	HIGH 10
Rare 1	May occur but only in exceptional circumstances.	LOW 1	LOW 2	LOW 3	MEDIUM 4	MEDIUM 5

Table 2: WHS Risk Evaluation FOR GENERAL CLIENTS

Risk level	Acceptability	Priority for action to control risk	Sign-Off Authority: Event Organiser	Sign-Off Authority: Other workplace
Low 1-3	Acceptable	PROCEED while monitoring existing controls. Manage the exposure to the hazard using existing procedures in consultation with workers and respond to any changes.	Event Manager or delegate	Immediate Supervisor or Workplace Manager
Medium 4-8	Tolerable	PROCEED with the activity and/or allow the hazard to persist only after identifying and implementing any additional controls reasonably practicable. Monitor all controls and manage the exposure to the hazard using existing procedures in consultation with workers and respond to any changes.	Event Manager or delegate	Senior Manager or Director

High 9-14	Unacceptable	DO NOT PROCEED and/or allow the hazard to persist until all risks/hazards are identified and the most effective control methods are documented in a risk assessment. Seek support from the WHS Safety Manager.	Event Manager to sign off. Event Manager to talk to staff about eliminating or reducing the risk, and contact: - Safety staff - Legal as required.	Executive Director or delegate to talk to staff about eliminating or reducing the risk and contact: - Safety Staff - Legal as required.
Extreme 15+	Unacceptable	STOP IMMEDIATELY and contact your WHS Safety Manager to plan a coordinated response in consultation with key subject matter experts to eliminate or control exposure to the hazard.	Event Manager to advise staff about eliminating or reducing the risk, and contact: - Safety Staff - Legal as required.	Executive Director or delegate to advise staff about eliminating or reducing the risk, and contact: - Safety Staff - Legal as required.

Table 3: WHS Risk Evaluation FOR NSW SCHOOLS

Risk level	Acceptability	Priority for action to control risk	Sign-Off Authority: Schools	Sign-Off Authority: Other workplace
Low 1-3	Acceptable	PROCEED while monitoring existing controls. Manage the exposure to the hazard using existing procedures in consultation with workers and respond to any changes.	School Principal or delegate	Immediate Supervisor or Workplace Manager
Medium 4-8	Tolerable	PROCEED with the activity and/or allow the hazard to persist only after identifying and implementing any additional controls reasonably practicable. Monitor all controls and manage the exposure to the hazard using existing procedures in consultation with workers and respond to any changes.	School Principal or delegate	Senior Manager or Director

High 9-14	Unacceptable	DO NOT PROCEED and/or allow the hazard to persist until all risks/hazards are identified and the most effective control methods are documented in a risk assessment. Seek support from the workplace manager and WHS Advisor or the Incident Report and Support Hotline.	Principal to sign off. Principal to talk to staff about eliminating or reducing the risk, and contact: - Health, Safety & Staff Wellbeing Directorate for review - Legal as required.	Executive Director or delegate to talk to staff about eliminating or reducing the risk and contact: - Health, Safety & Staff Wellbeing Directorate for review - Legal as required.
Extreme 15+	Unacceptable	STOP IMMEDIATELY and contact your WHS Advisor or the Incident Report and Support Hotline to plan a coordinated response in consultation with key subject matter experts to eliminate or control exposure to the hazard.	Principal to advise staff about eliminating or reducing the risk, and contact: - Director Educational Leadership for review - Health, Safety & Staff Wellbeing Directorate for review - Legal as required.	Executive Director or delegate to advise staff about eliminating or reducing the risk, and contact: - Health, Safety & Staff Wellbeing Directorate for review - Legal as required.

Hierarchy of controls

CONTROL	EFFECTIVENESS	DESCRIPTION	EXAMPLES
ELIMINATION	BEST	Eliminate the hazard entirely.	Eliminating the risk of a fall from height by doing the work at ground level.
SUBSTITUTION	VERY GOOD	Substitute the hazard with safer options.	Replacing hazardous cleaning chemicals with equivalent non-toxic products.
ISOLATION	GOOD	Isolate the hazard from causing harm.	Placing a barrier around an area of wet floor as a slipping hazard.

ENGINEERING	GOOD	Use engineering controls to reduce the risk.	Installing guards, rails, or handrails to prevent falls.
ADMINISTRATIVE	POOR	Administrate and document safe work practices.	Training workers in safe work procedures, Safe Operating Procedures.
PPE	WORST	Protect workers with Personal Protective Equipment (PPE).	Providing goggles and gloves to people handling hazardous chemicals.

EXTREME VIDEO GAMING TRAILER



Dissemination and Acknowledgement by staff/competent person:

I have read and fully understand the procedures and safety requirements of this document. I understand that I have a responsibility to myself and others to maintain a safe work environment.

NAME	POSITION	SIGNATURE	DATE
