



Nudgee Beach Environmental Education Centre – Secondary Art

Up dated to reflect Covid-19 requirements stage 3

Safety Information for Excursion planner and Curriculum Activity Risk Assessments (CARAs)

Any activity conducted off school sites require CARA to be completed by visiting teachers and parent/carer consent, irrespective of risk level. Refer to the [School excursions and international school study tours](#) procedure and the *Excursion Planner* in OneSchool.

Determining the risk level and required documentation

All curriculum activities have an **inherent risk** level. While the risk level of a curriculum activity cannot be altered, control measures put in place to mitigate the risk. The **residual risk** is the amount of **risk** or danger associated with an action or event remaining after natural or inherent **risks** have been reduced by **risk** controls.

[Risk Level determination](#)

Planning considerations

Incorporate the following factors when planning risk management strategies for the day.

Personalised learning, support provisions are considered (including behaviour support plans), health management (including health plans and prescribed medication requirements) that may require additional supervision ratios or identification are discussed and organised with classes teachers at the pre-visit phase of programing. This may require the school to support the program with additional teachers, teacher aides or with the inclusion of specifically identified parents.

Class teachers are requested to inform students and accompanying adults of the need to wear enclosed shoes to reduce the risk of injury.

Hats	A full brim for the sun
Enclosed shoes	To walk in cloudy pools
Sun protection	Sunscreen & shirts with sleeves
Insect repellent	Insect repellent and long sleeves and trousers
Water bottles	Majority of the day will be outdoors

- Even in winter visiting teachers and students need to be aware and plan for sand flies and mosquitoes.
- The sites used are scanned for hazards (e.g. dangerous animals including dogs) and necessary controls have been developed to support students.
- The nature of the learning experiences is considered to maintain supervision and support are appropriate.
- Teachers are mindful of the Learning experiences - appropriately situated in relation to buildings, trees, pedestrians, members of the public, vehicles and other activities e.g. designated areas for activity, road crossing Stand Operating Procedures (SOP) and vehicles access have been established.
- The number of participants is appropriate for the available space.
- The majority of the day will be in the outdoors so sun safe strategies are required, weather and environmental conditions are assessed before and during activity and may require the program to be altered or cancelled. Centre staff monitor weather conditions (e.g. temperature, rain, storms, tides), conditions and will keep school visiting staff informed of their concerns and decisions.

Who will be leading the activity?

- The centre teachers will have overall responsibility for the activities conducted on the day.
- Schools are asked to bring additional adults to assist with the learning activities and support the classroom teacher with changing clothes and shoes of students.

- The Centre teaching staff plan, induct, instruct and manage the activity safely for participants and others.
- Centre staff possess current First Aid qualifications, CPR training and anaphylaxis training.
- Centre teachers carry phones to communicate medical or weather based information with centre base.
- A safety induction session is conducted with all supply teachers when needed prior to the commencement of the day this includes outlining risk management processes, SOP's and emergency response strategies for the activities they will be supervising.
- **Blue Card** requirements need to be adhered to for all visiting school volunteers only biological parents are exempt.

Where will the students be?

- The Centre welcomes all students visiting teachers are consulted to provide information so we can make adjustments so that all students are engaged in rigorous and relevant learning experiences.
- This program is conducted on the
 - centre grounds,
 - deck area,
 - general learning area (classroom)
 - Publicly accessible -Nudgee Beach reserve (fortitude street carpark), mangrove boardwalk, bird hide & foreshore area

What will the students be doing?

- The majority of the day (5 hours) will be outdoors. Activities planned for this age group have taken into consideration food and toilet breaks are spaces to account for the age of the students involved. Upon arrival all students and visiting adults will be orientated to centre facilities – toilets, water taps.
- Student skills are developed in a progressive and sequential manner.
- Students will be doing activities that take in to consideration science and history features of the areas they visit but also focus on the artistic features of the areas of investigation.

Learning experience

Inherent risk level			Mangrove ID & adaptations: Involves walking on a manmade boardwalk through the mangrove forest identifying different species of mangroves using a dichotomous key and discuss different adaptations of particular species
☒	Medium Risk	Some chance of an incident and injury requiring first aid	<p>Biological activities observing biotic & abiotic factors that occurs in the mangrove forest. Students may wish to touch flora for identification & to further understand their adaptations</p> <p>Bushwalking A mangrove boardwalk walk Class 1: Tracks provide opportunities for a large number of visitors, including those with reduced mobility, to traverse the natural environment easily. They provide high level of interpretation and facilities. Steps allowed only with ramp access. Users need no previous experience and are expected to exercise normal care regarding their personal safety.</p>

Inherent risk level			Intertidal zone investigation: Includes bait netting, yabby pumping and fine sieving at the foreshore to investigate adaptations of organisms found at Nudgee Beach.
☒	Medium Risk	Some chance of an incident and injury requiring first aid	<p>Handling marine organisms Students will handle small fish caught with a bait net and other marine organisms for identification purposes</p> <p>Fishing & bait gathering Students will be using yabby pumps, fine sieves & bait nets to collect data along the foreshore</p> <p>Bushwalking Nudgee Beach foreshore Class 2: Tracks provide opportunities for large numbers of visitors to walk easily in natural environments. They provide moderate to high level interpretation and facilities. They are generally on low gradients. Users need no previous experience and are expected to exercise normal care regarding their personal safety</p>

Inherent risk level			Adaptations of Nudgee Beach animals: includes presentation on physiological and behavioural adaptations of two different aquatic organism.
☒	Low Risk	Little chance of an incident and injury requiring first aid	Animal observation & handling: Students will handle an animal under controlled supervision as a reward for performing well throughout the day

Inherent risk level		(Optional) Canoeing on Nudgee Creek as an optional activity students are taken on a journey down the creek observing flora and fauna and natural and structural spaces. Focus on discussion of artistic features such as perspective in the mangroves, colour changes, etc.	
X	HIGH	Risk of injury	Canoeing in local creeks - Nudgee , Nundah and Cabbage Tree creek
			Flat water canoeing

Mandatory special requirements	
Induction for the activity	<p>Centre teaching staff will conduct an induction briefing with students on emergency procedures (whistle calls), safety procedures and correct procedure to support students (e.g. righting a capsized craft) prior to the commencement of the activity. This should include, but not be limited to:</p> <ul style="list-style-type: none"> • basic preliminary training before participating in on-water activities (e.g. Collision Regulations, craft handling, communications); • safety regulations conforming to current Maritime Safety Queensland requirements (e.g. location and use of basic survival techniques) for the conditions the craft may encounter; and the route, area and scope of the activity, and notice of any dangers from other sources.
PPE-	All participants will wear lifejackets or personal flotation devices (PFD) that comply with Australian Standards and are appropriate to the conditions. Lead canoeist will check for correct fitting of the vest prior to commencement of any on water activities.
	Nudgee Beach EEC has establish and implement procedures appropriate to the activity, location and conditions. This must include, but is not limited to: safety; emergencies (e.g. separation from the group, injury, first aid); resuscitation; communication (e.g. assistance, emergency services, parent notification); and supervision.
Sun Safe	The Centre requires and provides staff to wear protective clothing, including appropriate hats, when in the sun during the school day. Visiting teachers and students are requested to also dress within sun safety recommendations. Staff regularly remind students to reapply sunscreen throughout the day.

Risk Management Details

Supervisor requirements
At least two adult supervisors, one of whom is a centre teacher, will accompany students while canoeing.
Centre staff are aware of the potential hazards identified and precautions to be taken before departing.
Centre staff are aware of and have consulted with the Paddle Australia – Safety Guidelines for recommendations and factors affecting supervisory ratios.

Hazards and control measures

Hazards	Planned control measures
Biological Animal bites and stings <ul style="list-style-type: none"> Stone fish thick soles when fishing in creeks, dams and estuaries, Other aquatic animals eg: jelly fish <ul style="list-style-type: none"> Dogs Dog faeces <ul style="list-style-type: none"> Mosquitoes and sandflies Mud crab observations 	<ul style="list-style-type: none"> Centre Staff carry an extensive first aid kit. Centre staff ensure that students always wear enclosed footwear with thick soles due to possible presence of stonefish Please refer to Australian Institute of Marine Sciences — Stone Fish. For information on other dangerous species Australian marine animals see Australian Institute of Marine Science Adhere to the Surf Life Saving Queensland Marine Stinger Risk Management Guidelines. Adhere to HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions. Parent helpers assist with handling toadfish and hermit crabs Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return to the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious. Surgical gloves carried by centre staff A significant part of Nudgee Beach foreshore is a dog off leash trial including the area that the centre use extensively with students. Brisbane City Council off leash trial Centre staff have developed a SOP regarding dogs and the Unit support Office is deployed to the beach to provide additional assistance for programs with students Pep- Year 3. Centre teachers provide immediate details to the administration regarding off leash dog presence this information is reported to Brisbane City Council for actioning. Students and accompanying adults are instructed to remain still fold arms and not to engage with dogs on or off the lead. When students with medical conditions are involved, visiting teachers must ensure that relevant medical/ emergency plans and medications are readily available (insulin, Ventolin, EpiPen, etc. All participants wash Hands with soap upon returning from the beach. Students to bring repellent Dealing with the dogs is a controlled activity conducted under a SOP by centre staff
Environmental conditions <ul style="list-style-type: none"> Temperature Weather Conditions Water visibility Sharps 	<ul style="list-style-type: none"> Assess weather conditions before and during activity (e.g. temperature, storms). Note that appropriate sun safety equipment must be utilised. Ensure that students wear appropriate clothing for various weather conditions. Centre staff carry 3G or above capable phone to monitor the Bureau of Meteorology's www.bom.gov.au site for changes in weather. Centre base site also monitor the site and advise staff as required. Teachers are advised in the pre-visit of the need for all accompanying adults and students to wear a hat. Wide brimmed hats are desirable.

Hazards	Planned control measures
Water <ul style="list-style-type: none"> Quality of water 	<ul style="list-style-type: none"> The Centre staff maintain an active watch and have requested notification from the following authorities regarding water quality: <ul style="list-style-type: none"> Brisbane City Council, Brisbane Airport Corporation, Port of Brisbane Authority and SEQ water <p>for presence of water contaminants (such as chemicals or blue green algae).</p>
Covid-19 Safety implementation strategies	<ul style="list-style-type: none"> Any student who is sick or become ill while under the centre's care will be sent home. NBEEC staff have increased health and hygiene routines and location of sanitisers and cleaning material. Students to use hand sanitiser or soap at the start of session and at the end of session. Physical contact between participants will be kept to a minimum including space allocation for specific classes. Visiting adults to maintain social distancing requirements. Centre to maintain record of all visiting adults. Students wash hands after visiting toilets. Access to centre spare shoes to be restricted to safety concerns only. Drink bottles are not to be shared between participants. Loan items (e.g. hats, shoes) will be washed in Department recommended solution after use. Centre activity equipment is disinfected after each class. Off-site spaces have been documented according to the Qld Government Road map and Brisbane City Council guidelines. CENTRE STAFF WILL PROVIDE SCHOOL WITH A SET TOTAL NUMBER FOR VISITING SCHOOLS UNDER CURRENT AND CHANGING COVID REQUIREMENTS
Students	
<ul style="list-style-type: none"> Special needs High risk behaviours Student numbers Medical conditions <ul style="list-style-type: none"> Trips falls and collisions <ul style="list-style-type: none"> Risk of drowning 	<ul style="list-style-type: none"> Participant information requested and discussed at pre-visit phase. Visiting teachers are required to gain parental permission includes advice on health issues and this information is provided to centre staff. <p>When students with medical conditions are involved, visiting teachers must ensure that relevant medical/ emergency plans and medications are readily available (insulin, Ventolin, Epipen, etc.) including individual education plan/Educational adjustment plan/Behaviour management plan and other student documents. Additional Ventolin is located in first aid kits carried by the centre staff. Beach Wheelchairs are available to support student's needs. etc</p> <ul style="list-style-type: none"> Controlled movement of students, staff grounds maintenance Emergency adult and child Epipens are located in the Nudgee Beach Environmental Education Centre office. Programs do not contain swimming. All adults are required to constantly monitor students.
Unauthorised Adults	<ul style="list-style-type: none"> All visiting staff are clearly identified through the usage of HiVis vests <p>Centre teachers maintain a watch for unintended adult engagement. The Centre has a lockdown and procedure and policy of withdrawal if approached by a hostile adult.</p>
Facilities and Equipment	

Hazards	Planned control measures
Vehicles Cars, crossing the road (SOP) link	<ul style="list-style-type: none"> • The centre has developed a standard operating procedure for crossing the road. With young students vigilance is always required around vehicles. • Centre vehicle gates are closed between 8:00am and 3:00pm daily. • Visiting parent are requested to park on the southern side street(Chasley St)only authorised cars are not permitted on the centre grounds.
Equipment	<ul style="list-style-type: none"> • Adult helpers are instructed in the correct usage of equipment including yabby pumps • Parents are inducted in the correct procedures for supporting activities. • Art program students may use charcoal and lead pencils no inherent risk.
Public access boardwalk	<ul style="list-style-type: none"> • Students are informed of untreated handrails for splinters • Students are asked to walk single file where there is no handrail to reduce the risk of falling

Additional details [NBEEC Covid-19 Operational procedures](#)

Yours sincerely



Mary-Ann Pattison
Principal