

TUT ROADSHOW

Risk Assessment Details



Activity Task	Location
Delivering a historical archaeological experience as an incursion to primary and secondary schools, tertiary institutions and private or public events.	Various school grounds and public open spaces up and down the East coast of Australia (QLD, NSW, VIC)
Training required to complete this job or activity	Relevant cods of Practice, legislation or standards applicable to this activity
Qualified heavy vehicle combination driver Trained qualified teacher and teaching assistant.	OHS Act 2004 Work Health and Safety Act 2011 Work Health and Safety Regulation 2017 Working with Children Check
Engineering or certificates of competencies or permits required to undertake this activity.	
Current and valid NSW HR Drivers licence Current First Aid Certificates Certificate of Currency for Public Liability	
Plant, equipment or PPE required for this activity	Site/ workplace inspection, equipment or maintenance checks required prior to or during this job or activity
<ul style="list-style-type: none"> * Truck and semi-trailer (with log book and satellite navigation GPS) * Tut Roadshow mobile phone * Sound and audio visual equipment * Activity equipment 	6 monthly truck mechanical service overseen by Kelvin Williams of Blackhill Transport. Monthly oil, water checks etc. overseen by Kelvin Williams of Blackball Transport. 6 Monthly First Aid Kit check and replenishment – checked by Wayne French. Yearly registration checks
TCSA specific policies, procedures or other SWMS applicable to this job or activity	
* HR WHS Break policy (1/2 hour per 5 hours)	
Approved version: October 2017	

Activity	Hazard Identification	Risk before control measures	Persons at risk	Elimination or control Measures	Responsibility	Residual Risk Rating
Interaction with Tut Roadshow experience	Some or all of: Student behaviour Broken or stolen artefact Choking on small artefact Scratches, punctures due to handling objects	Injury, property damage	Student Tut Roadshow team	<ul style="list-style-type: none"> * Group list to be held by teachers to ensure students in correct groups at all times. * Briefing to all students about expected standards and code of behaviour * Student supervision provided by school staff * All excess bags etc to be left outside in a secure location while moving through the rooms of the truck. * Handling procedures explained * Handling of any artefacts supervised. * Recommendation to wash hands after handling artefacts. 	School	Low
	Slips, trips, falls, poor weather	Injury, serious injury	Students Teachers and adult group supervisors Tut Roadshow team	<ul style="list-style-type: none"> * Reporting of any visible faulty or questionable hazards. * All excess bags etc to be left outside in a secure location out of the main thoroughfare while students are moving through the rooms of the truck. * Hand rails provided on all entry and exit points. * Non slip surfaces utilised on all entry and exit points. * Rooms and stairs adequately lit for safe student movement. * Mats for wiping feet, no slip * Additional shelters included for cover from sun and rain * Gazebos to be pegged / weighted down in case of wind gusts or poor weather. * All students to wear flat, full toes shoes or sandals. * Adequate lighting provided for when and where movement is required. * First aiders on-site * Students, with accompanying adult, able to exit the session space at any point. 	Tut Roadshow team and School staff	Low
	Electrical components / Fire (on truck or school premises)	Injury, serious injury, burns, death, multiple deaths	Students Teachers and adult group supervision Tut Roadshow team	<ul style="list-style-type: none"> * If on school premises - students follow normal school protocol at the direction of teaching staff. * If on truck, Tut Roadshow staff are trained in fire evacuation procedures. Students follow the direction of the Tut Roadshow team as well as teachers. * All closed doors fitted with clear handles and all manually operated. * Fire extinguishers installed on Tut Roadshow Truck * First Aiders on site * Students with accompanying adult able to exit session space at any point. 	Tut Roadshow team and School Staff	Low
	Potential adverse reaction to content presented on screen or in the displays - regarding Egyptian tomb and mummy	Emotional reaction	Students	<ul style="list-style-type: none"> * Students with pre-disposed or situation sensitive to death to be monitored by teaching staff. * Students, with accompanying adult, able to exit the session space at any point. 	School staff	Low
	Child Protection Rsk		Students	<ul style="list-style-type: none"> * All Tut Roadshow staff have their Working with Children Check * All additional parental support to be checked and approved by the school. 	Tut Roadshow team and School Staff	Low

