

Risk Assessment & Management Plan

Canberra Exhibition Centre
10 Flemington Rd, Harrison ACT 2914

Craft & Quilt Fair
Texstyle Exhibition

Thurs 5th to Sun 8th August , 2010

Task/Activity	Hazard Identification & Associated Risk Type/Cause	Assess Risk (see matrix)	Elimination or Control Measures
Viewing the Craft & Quilt Fair and Texstyle exhibition in the CanberraExhibition Centre	There are no identified hazards in the Exhibition Centre because: <ul style="list-style-type: none"> . the exhibition area is inside the building . the building is air conditioned . toilets are inside the building and easily accessible from the exhibition area . wheel chair access and ramps are available 	6	Although there are no identified hazards in the exhibition area of the Exhibition Centre the following control measures should be followed: <ul style="list-style-type: none"> . students are under the supervision of their teacher . students are not to leave the building for any reason . students should be in full school uniform, wearing enclosed shoes . students must not touch the textile items in the Texstyle exhibition . no photographing the Major Textile Projects on exhibition
Participating in seminars held in the seminar room	There are no identified hazards in the seminar area because: <ul style="list-style-type: none"> . the seminar area is inside the building . the building is air conditioned . toilets are inside the building and easily accessible from the seminar area . wheel chair access and ramps are available 	6	Although there are no identified hazards in the seminar area the following control measures should be followed: <ul style="list-style-type: none"> . students are under the supervision of their teacher . students are not to leave the building for any reason . students should inform their teacher before going to the toilet . students should be in full school uniform, wearing enclosed shoes . no photography unless the seminar presenter gives permission

Risk Assessment Matrix

<i>How serious could the injury be?</i>	<i>How likely is it to be that serious?</i>			
	Very likely	Likely	Unlikely	Very unlikely
Death or Permanent injury	1	1	2	3
Long term illness or injury	1	2	3	4
Medical attention & several days off	2	3	4	5
First aid Needed	3	4	5	6

Severity - is how seriously a person could be harmed

Likelihood - is an estimate of how probable it is for the hazard to cause harm

Legend

1 and 2	Extreme risk; deal with hazard immediately
3 and 4	Moderate risk; deal with the hazard as soon as possible
5 and 6	Low risk; deal with the hazard when able

Risk Assessment Plan prepared by: W Herbert on behalf of Technology Educators Association of NSW
13th April, 2010