

Risk Assessment & Management Plan

NSW Teachers Federation Conference Centre
37 Reservoir St
Surry Hills

Texstyle Exhibition

Task/Activity	Hazard Identification & Associated Risk <small>Type/Cause</small>	Assess Risk <small>(see matrix)</small>	Elimination or Control Measures
Viewing the Texstyle exhibition in the NSW TF Conference 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 23 rd November, 2010					