

This Risk Assessment covers the following activities:

Leatherwork:

Participants learn the skills to create a leather key tag and bracelet or bookmark (to keep).
Ratio: 1 Instructor and 1 Attending Group Staff per 18 Participants
Age suitability: Year 4+
Location: Games Hall
Benefit of activity: Skills development, creativity, personal and social learning

Macrame:

Participants learn the skills to weave and tie cord to make a drink bottle holder or pot plant holder (to keep).
Ratio: 1 Instructor and 1 Attending Group Staff per 18 Participants
Age suitability: Year 8+
Location: Games Hall
Benefit of activity: Skills development, creativity, personal and social learning

Candle Making:

Participants learn the skills to make two candles through the dipping process (to keep).
Ratio: 1 Instructor and 1 Attending Group Staff per 18 Participants
Age suitability: Year 4+
Location: Gazebo
Benefit of activity: Skills development, creativity, personal and social learning

Photo Frames:

Participants paint or pour resin to decorate a photo frame (to keep).
Ratio: 1 Instructor and 1 Attending Group Staff per 18 Participants
Age suitability: Year 4+
Location: Games Hall
Benefit of activity: Skills development, creativity, personal and social learning

Risk Assessment- Programming Overview								
Hazard	Hazard Description	Likelihood	Consequence	Risk Rating	Action and Control Measures	New Likelihood	New Consequence	New Risk Rating
Equipment Equipment Safety and Use	Injury due to inappropriate use of equipment	Possible	Minor	Medium	Participants are instructed that they are not to use any equipment unsupervised. Leatherwork: Participants are provided with tables and chopping boards to provide a level flat work surface. Instructor will demonstrate and monitor correct technique when stamping leather- sitting down, only on chopping boards, holding mallet and stamp firmly to prevent slipping, tools stay at the tables. Only the Instructor will cut and hole punch leather.	Rare	Minor	Low
	Burns	Possible	Minor	Medium	Candle Making: Heating wax is facilitated by the Instructor utilising designated BBQ. Fitted metal frame is placed on the hot plate and filled with water to heat the wax in metal tins. Long hair must be tied back and loose clothing/items must be out of the way. Wax tins will be spread apart and participants will take turns to dip candles. Participants and BBQ/wax is closely monitored the whole time. A fire blanket will be available to smother wax if caught on fire. Water tap is located nearby to use for first aid if necessary. Both BBQ and gas bottle will be turned off when not in use.			
					Other hazards are covered in the GENERAL Risk Assessment			
Environment Weather Conditions and Onsite Hazards					These hazards are covered in the GENERAL Risk Assessment			
People Pre-Existing Injuries and Significant Medical or Behavioural Problems					These hazards are covered in the GENERAL Risk Assessment			