



Flinders Preschool Beach Kinder Program – Risks and Benefit Register

Committee Members and staff have developed this document and it is to be monitored and updated regularly. We are keen to incorporate any ideas and suggestions or concerns not already addressed in the risk register. Please contact the Committee, by sending an email to committee.flinders.kin@kindergarten.vic.gov.au or discuss with the Staff. Nicole can be contacted by email at nicole.flinders.kin@kindergarten.vic.gov.au.

<p>Date (s) of excursion.</p> <p>If it is a regular outing include a description of when children are to be taken on regular outings.</p>	<p>Each Wednesday during the months of March – December 9am – 12 pm</p> <p>EXCEPT IN EXTREMELY POOR WEATHER CONDITIONS – See separate policy entitled “Beach Kinder Extreme Weather Policy” for more details.</p>
<p>Responsible:</p> <p>Staff Present:</p> <p>Emergency:</p>	<p>Staff in charge / Responsible Person on Duty</p> <p>Nicole Kuc (EL, NS (onsite) and 4 YO Teacher), Lauren Williams (educator) and Natalie Gingell (educator) plus parent helpers</p> <p>Flinders Preschool: (L) (03) 5989 0622 (Mb) 0432 668 994</p> <p>Emergency Response Strategy: See Beach Kinder Policies</p>
<p>Proposed activities.</p> <p>List all activities that will take place during the excursion.</p> <p>Assessment of Weather:</p>	<p>Trekking on the beach walking on rocks, observing creatures in rockpools, climbing on rocks, observing the tide, exploring the reef, turning over rocks to investigate, collecting and identifying items from the sea.</p> <p>A decision will be made on the day as to whether we will proceed with the program due to weather conditions, ie. UV >8, wind, lightening, hail. If cancelled a notification will be placed on Seesaw / blast SMS. Please sure you have notifications turned on under Seesaw and notify us immediately of any changes to contact details.</p>
<p>Pick up location and destination (s).</p> <p>List each location travelled to and from as part of the excursion.</p> <p>E.g. the museum, park for lunch and service.</p>	<p>FAMILIES will meet us at the designated place at either, FLINDERS PIER BEACH (stairs opposite toilet block or the playground at the end of the carpark), FLINDERS OCEAN BEACH (1st car park/ mushroom reef) or 2nd CARPARK at the FLINDERS OCEAN BEACH, children will be collected at the same BASE CAMP at the end of the session.</p> <p>Please see exact locations in the attachment and our Beach Kinder Delivery and Collection Policy for further details.</p>
<p>Estimated departure and arrival</p>	<p>Children to arrive at 9am and be collected at 12 noon.</p>

<p>times and duration of the excursion.</p> <p>E.g. from the service to each destination and returning to the service.</p>	
<p>Proposed route</p> <p>You can include an image of the route sourced online.</p>	<p>See attached MAP</p>
<p>Means of transport</p> <p>E.g. public bus, private bus, coach, private car, taxi, tram</p>	<p>Children to arrive and leave by private transportation</p>
<p>Requirements for seatbelts or safety restraints in your state or territory have been met.</p>	<p>Yes / No</p> <p>Comment:</p> <p>N/A</p>
<p>Number and full names of each adult involved in the excursion.</p> <p>E.g. service staff, family members, volunteers</p>	<p>Nicole Kuc, Lauren Williams and Natalie Gingell with at least 2 parent helpers as per sign in sheet (typically 2-3 number of parent helpers are requested to sign up for assistance each beach session to provide coverage in the event of unforeseen sickness)</p>
<p>The number of educators / responsible adults, appropriate to provide supervision, and whether any adults with specialised skills are required.</p> <p>E.g. for children's individual needs.</p>	<p>1 Teacher (Nominated supervisor) plus 2 Educators and parent helper(s)</p>
<p>The number of children involved in the excursion.</p>	<p>Whole class - 2024 class is 17 enrolled at March 2024</p>
<p>Any water hazards during the excursion, including any risks associated with water-based activities?</p> <p>If yes, detail in the risk</p>	<p>Yes / No</p> <p>YES</p> <p>Comment:</p> <p>This is on the beach. Children are educated prior to beach kinder starting about the rules of play while at beach kinder. To ensure safety and compliance, children are not to swim. Children are to be closely supervised by adults</p>

assessment table below.	<p>near to the water. Children and adults to manage water risk/tides and only put feet in the water when it is safe.</p> <p>Children wear high-vis vests and a blue hat and teachers/parent helpers wear a red hat. Kids must at all times be able to see a teacher with a red hat.</p> <p>Water Safety is discussed with children and parents prior to sessions commence in accordance with our Water Safety policy.</p> <p>We also have the following beach kinder specific policies: Beach Kinder Protective Clothing, Beach Kinder Emergency Evacuation Policy, Beach Kinder Snake Awareness Policy, Beach Kinder Delivery and Collection Policy, Beach Kinder Supervision of Children Policy and Beach Kinder Extreme Weather Policy. These are located in our foyer, and also on our website.</p>
<p>Educator to child ratio, including whether this excursion warrants a higher ratio.</p> <p>Provide details in the risk assessment table below.</p>	<p>Ratio is 1 adult (including educators and parents) to 5 children due to the greater risk nature of water.</p>
<p>Describe the process for entering and exiting the service premises and the pick-up location or destinations (as required); (include how each child is accounted for):</p> <p>Children meet at the beach. Parents sign indemnity form and pass responsibility to staff. Children to put on hat and hi vis vest which signifies the responsibility of the staff of the child. Children are signed out by parents and staff keep close track of children and number of children. Children to wear vest until family take responsibility of child.</p> <p>1 staff member positioned near carpark entrance, 1 staff member positioned at the top of the beach, 1 staff member at sign in and parent helpers (along with staff) supporting the children at the sign-in area to settle.</p> <p>Communication via talking and walkie talkies.</p> <p>Please see also Beach Kinder Delivery and Collection Policy.</p>	
<p>Describe the procedures for embarking and disembarking the vehicle (include how each child is accounted for in embarking and disembarking): N/A</p>	
<p>Excursion checklist – items to be readily available during the excursion (please tick)</p>	
<p><input checked="" type="checkbox"/> First aid kit</p>	<p><input type="checkbox"/> List of adults involved in the excursion and their contact details</p>

x <input type="checkbox"/> List of children involved in the excursion	x <input type="checkbox"/> Contact information for each adult (including in the event of an emergency)
x <input type="checkbox"/> Contact information for each child	x <input type="checkbox"/> Mobile phone / walkie talkies
x <input type="checkbox"/> Medication, health plans and risk assessments for individual children	<input type="checkbox"/> <input type="checkbox"/> Other items, please list EpiPen, asthma kit and snake kit. Hand sanitizer, towel, water, whistles, water, sunscreen, beach sign with details that Flinders Preschool have children on the beach, safety kit (gloves, thongs, bags) for sharp objects found
<p>Appropriate Clothing: Closed shoes for rock platforms and hard surfaces. When on the sand children will be able to remove their shoes (but must be able to attempt to put back on when leaving) Clothing to protect from sun. Flinders Preschool will provide hats, windproof identification jacket and wet weather pants and high visibility orange vests. No swimming will be allowed during this program, splashing their feet in the rock pools or on the edge of the water will be determined by staff member / responsible person on duty.</p> <p>Please see our specific Beach Kinder Protective Clothing policy for more details. This can be located in the foyer of the preschool, or on our website.</p>	
<p>Informed consent: Must be given in writing and signed by the parents or guardians. Families will be provided a handbook outlining the purpose of the program and relevant information, incl. maps of whereabouts</p>	



FLINDERS PRESCHOOL RISK ASSESSMENT/ BENEFITS FOR THE OUTDOOR EDUCATION – BEACH

PROGRAMME AT FLINDERS OCEAN BEACH/FLINDERS PIER BEACH (INTERCHANGEABLY). Reviewed February 2024.

PREPARED BY : Nicole Kuc – (Reviewed from original risk minimalization 2013 and 2022)

ADULT TO CHILD RATIO 1: 5 (adults include parents and educators)

BRIEF DESCRIPTION OF EVENT: EXPLORATION OF THE BEACH ENVIRONMENT – SAND AREAS AND ROCK PLATFORMS.

RISKS(R) BENEFITS (B) IDENTIFIED	LEVEL OF RISK HIGH, MEDIUM, LOW	CONTROL MEASURES	WHO IS RESPONSIBLE? When?
<p>R: Water play. Children are close to water ways (deep water, tides, big and strong waves)</p> <p>B: Children aware of water safety and how to behave near water. They will learn to watch and assess the wave activity.</p>	<p>Low</p>	<p>The educators have spoken to the children about the boundary when at the beach, strictly setting the rules that no one is allowed to swim in the water, we only swim at the beach with our parents. An adult will always be present when children are close to any water, splashing of feet or in rock pools will be determined by each staff member.</p> <p>Children will be provided with information on rules and hazards when near the water, including listening for the whistle or verbal commands as well as visual commands. When close to the water staff will examine the conditions of the waves and determine the activities that will be appropriate (splashing of feet or exploring small rockpools) or the route that is the safest when walking along the beach. Limited time right near the shallow water in the sun in the hotter months to prevent temptation to go near the water.</p>	<p>Parents, Staff and Children.</p> <p>Ongoing</p>
<p>R: individuals are separated from the group and/or become lost</p> <p>B Children are aware of the boundaries and become responsible for themselves and others by ensuring they can see an adult.</p>	<p>Low</p>	<p>Pre-activity planning will develop protocols for children and staff/adult responses when individuals are separated from the group and/or become lost – whistle carried by 3 staff, location of Base Camp, lost procedure is - don't move and call out the signal "coo-ee" which is answered upon hearing. Children are briefed in appropriate strategies should they become separated from the group. Knowledge of area, location of Base Camp. Staff /adults will keep the group safely in contact with each other, especially when walkers have different paces, where the terrain is difficult, the visibility poor or the route uncertain. Staff will implement strategies to keep the group together which might include</p>	<p>Staff, children, parents</p> <p>Ongoing</p>

		<p>frequent rest stops, head counts, buddy systems, and having a staff member near the front of the group and one at the back of the group.</p> <p>Children instructed to keep an adult in their sights at all times – they must be able to see a red hat.</p> <p>Children will wear high visibility clothing – bright coloured vests in ALL weather, bright coloured rain jackets in poor weather (with the vis vest on top).</p>	
<p>R: While walking, a child or adult suffers a soft tissue or skeletal injury. An adult or child slips on rock platform</p> <p>B: Everyone becomes aware of how to move on different surfaces and to make a decision about the safety of different surfaces.</p>	Low	<p>During pre-activity planning staff will consider children’s skills and experience and ensure that the activity is suitable for the group.</p> <p>Clothing preferences will be provided to parents, and will take into account the season and the location of the activities. Shoe wear will be discussed with children and families and closed in shoes recommended- i.e. reef shoes or runners that can get wet.</p> <p>During pre-activity planning staff will develop an emergency response strategy. This strategy will consider possible responses should a group member require outside medical assistance. One staff member to always be with the children. Staff/adults will ensure that children travel at a pace suitable for all group members. Throughout the activity, staff will monitor children and consider changing the activity, if necessary.</p> <p>Pre activity discussion to occur about the types of surfaces the group will be travelling on/over and any precautions that may be required can be developed by the group to make it easier e.g. walking on rock platforms.</p>	<p>Staff, children, parents</p> <p>Ongoing</p>
<p>R: A child or adult experiences hypothermia/hyperthermia or fatigue.</p> <p>B: Children and adults to recognise how their bodies are feeling and make appropriate adjustments. Children develop an awareness of the impact of weather conditions.</p>	Low	<p>Staff will make sure that all activities are suitable for the group, depending on children’s abilities and skills. The group will adopt appropriately timed rest stops, food and water breaks.</p> <p>Staff will monitor prevailing weather conditions and consider adjustment/cancellation to/of the activity as appropriate. The Yacht club may be used in unpredictable bad weather (thunder, lightning, heavy rain)</p> <p>Children will be briefed on the need to drink water regularly. Water consumption by children and staff/adults will be monitored. Care will be taken that sufficient water is provided for the activity.</p> <p>In hot and dry weather, the group will seek shade for rest stops.</p> <p>The activity will be cancelled if the predicted temperature is above 35 degrees Celsius.</p> <p>All group members will have and wear appropriate clothing.</p> <p>The activity occurs in the morning, from 9-12.</p> <p>The kindergarten Sun Smart Policy applies.</p> <p>Discussions will occur with children as to how they will manage cold and hot days.</p>	Staff, children
<p>R: Children are close to waterways (deep water, currents, tides, strong waves)</p>	Low	<p>Staff will consider skills and experience of children and make sure activity is suitable for the group.</p> <p>When close to water staff will examine the conditions of the waves and determine the activities that will be appropriate for the conditions and the safest route to take</p>	Staff, children, parents.

<p>B: Children become aware of how to behave around the waterways in a responsible manner, and what the consequences can be.</p>		<p>when walking along the beach. Children will be asked for their feeling and comments. If paddling is planned as part of the session, children will be involved in determining how everyone can stay safe prior to accessing the water. One staff member will be in the water and one on the beach with parents supervising. Children will be provided with information on rules and hazards before engaging in the activity including listening for the whistle and responding to verbal and visual commands. At least one staff member will be familiar with the local conditions- tide, weather predictions.</p>	<p>Ongoing</p>
<p>R: A child or adult experiences an illness during the activity. A pre-existing medical condition results in injury or illness during the time at the beach.</p>	<p>Low</p>	<p>Staff will be aware that illness may affect the energy levels and ability of children to cope with the activity. Staff will collect and review current confidential medical information for all children and staff. Where uncertainty exists, additional information will be sought. One staff member will carry current and confidential medical details of each child on their person, in a back pack. All staff members will have a Level Two First Aid Certificate, and a first aid kit will be carried by one staff member in back pack, along with the Asthma and Anaphylaxis kits and snakebite kit. Staff will be aware of food safety and hygiene practices. Staff will be aware of any children with food / insect allergies. Children will be advised not to share water bottles or food, to reduce cross infection. Staff will ensure that children are trained in appropriate hygiene after toileting – washing hands, use of soap pump when washing hands. During pre-activity planning, staff will develop an emergency response strategy. This strategy will consider actions that should be taken if a group member requires outside or medical assistance.</p>	<p>Staff, children Ongoing</p>
<p>R: A group is caught in severe weather or a thunderstorm which may cause injury. B: Opportunity to discuss weather and how to recognise changes in weather conditions and any precautions required.</p>	<p>Low</p>	<p>The chosen venue, activity and season will be appropriate to the group. Staff will monitor the weather up until the activity, obtaining regular Bureau of Meteorology weather forecasts for the specific area they will be in and, if necessary, adjust/cancel the activity, The Yacht club will also be used if required. Staff and children will observe and where appropriate discuss the weather before and during the activity and adjust the activity accordingly. Staff will consider exposure to tree and lightning hazards, and may move group to the Yacht Club.</p>	<p>Staff, children, parents Ongoing – location of beach kinder is driven by weather conditions.</p>
<p>R: A transport accident occurs in the car park. B: Children to learn how to be near cars in car parks.</p>	<p>Low</p>	<p>Road safety rules will be reinforced and children will always be accompanied by adults in the car park.</p>	<p>Parents, children, Staff</p>
<p>R: A child or adult suffers a bite or</p>		<p>At the start of each session a picture of a Blue Ringed Octopus and A Cone Shell</p>	

<p>sting causing possible severe illness.</p> <p>B: Children to develop an appreciation for the creatures who live in the area and how to be safe in the environment.</p>	Low	<p>will be shown to the group as a reminder of what to avoid.</p> <p>Children to be aware of the dangers of snakes in long grass in Spring and Summer, and other dangers on the beach and rock platforms.</p> <p>Children to know of the rules concerning rock pools – not to put their hands into a rock pool.</p> <p>Identification books will be available as well as in some cases real examples (e.g. cone shell).</p> <p>Children and adults will wear clothing which reflects the possibility of bites or stings. There will be insect repellent and Sting Goes to use if necessary.</p> <p>All staff will be aware of children with allergies to insect bites and stings.</p> <p>Staff will carry current and confidential medical information for all children and staff. Staff will ensure that appropriate medications and repellents are available and an emergency response strategy is in place to support a worsening condition.</p> <p>There will be clear signage at entrance to Base Camp advising the public of the Kindergarten activity at the beach, and asking that dogs be put on leash and public not to distract the children from the programme.</p>	Staff, children, parents
<p>R: There is ineffective communication with the group during the activity.</p> <p>B: Children are responsible for assessing dangers and keeping an adult in their sights.</p>	Low	<p>Staff and visiting adults will wear red hats so that they can be easily located.</p> <p>Staff members to carry a whistle for signalling children, staff and other adults when walking and paddling, that they must STOP and come to staff member.</p> <p>Staff will explain the necessary communication signals and boundaries to children and adults.</p> <p>All staff carry mobile phones and these can be used to communicate with one another</p>	Staff, children, parents
<p>R: Child-safe use of toilets.</p>	Low	<p>Parents take child to the toilet before the beginning of the beach kinder session</p> <p>Staff are to take children to the toilet or “bush wee”</p> <p>Staff to ensure children are given privacy whilst ensuring their actions are visible to others. ***OCEAN BEACH TOILETS ARE BROKEN- BRING PORTALOO**</p> <p>Where a Staff member accompanies the child / children to the bathroom or for a “buss wee”, other staff to ensure head count and compliance.</p>	Staff
<p>R: Director is ill and not in attendance</p>	Low	<p>The Outdoor Education Beach Programme would be cancelled.</p> <p>Session would then run as usual at kindergarten with relief staff.</p>	Staff and Committee.
<p>Emergency Response Strategy:</p> <p>Staff vehicle to always be available in car park.</p> <p>Any medical emergency phone 000 or 112 from mobile</p>		<p>Evacuation as advised by Local Authorities.</p> <p>First Aid Kit to be regularly checked.</p> <p>Kindergarten mobile will carried by a staff member along with walkie Talkies. The mobile will have the “Vic Emergency App”, sun smart App and access to the BOM radar to monitor conditions as appropriate.</p>	Staff and Committee
<p>Transporting equipment</p>	low	<p>Staff to work together to move equipment – staff to stand back and on the side when opening the back of the car.</p>	Staff

<p>R: Dogs off Leash - Dog bites, balled over by/fear of dogs causing psychological damage</p> <p>B: Children learn about risk and consequences of taking risk. Access to the rich outdoors fulfills children's need for excitement and provides safe avenues to explore risks\Active outdoor play helps avoid illness associated with reduced activity levels (obesity, cardiovascular, respiratory benefits) Children have opportunity to engage in active play that requires large motor movements, unmatched in any other environment. Minor injuries allow children to develop resilience and ability to assess their behaviour and evaluate what they would do in the same situation next time. These strategies help them when faced with serious risk and complicated challenges in the future. Risk taking fosters learning</p> <p>(Flinders Ocean beach and most of the Pier Beach prohibit the presence of dogs. To the left of the pier heading away from the Yacht Club, there is a small area where dogs are allowed. Beach Kinder sometimes walks passed the dogs beach.)</p>	<p>Moderate</p>	<p>Most children have been pre exposed to dogs by introduction at local parks or as family pets.</p> <p>Staff will provide dog awareness training to children before starting beach kinder. Staff will teach children to stand still, with their arms by their side if approached by a dog. This will be practiced as a drill on going. Adults will be aware of dogs in the area and stay on guard between the children and dogs. A sign will be on display for dog walkers and the general community of who we are and what we are doing.</p>	<p>Parents, Staff and Children</p>
<p>R: Stranger interference</p> <p>B: Learning to act in public and be cautious about their interactions with unknown people.</p>	<p>Low</p>	<p>Adult/ child ratio above govt. requirements and constant supervision. Protocol established for kinder staff to model appropriate interactions with other users of beach/ nature land and to limit contact with other parties that could disrupt the program. Signage displayed to alert park users of Beach Kinder Program in progress. High visibility fluoro orange jackets worn by all children to easily identify whereabouts, with kinder contact details attached.</p>	<p>Staff, Parents, children.</p>
<p>R: Used Fish hooks</p> <p>B: Awareness to dangerous items that can create harm and serious injury's</p>	<p>Moderate – especially conscious after heavy rainfalls</p>	<p>Children to walk around rubbish/fish hooks.</p> <p>Any fish hooks to be removed using tongs and placed securely into a container. If unbale to retrieve contact MPSC.</p> <p>All to wear protective shoes at all times.</p>	<p>Staff, Parents, children.</p>

		Children to be taught to never pick up any sharp objects.	
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Plan and Review			
Plan prepared by:	Full name: Nicole Kuc Signature: Role/Position:	Date:	
Prepared in consultation with:	Full name: Sarah Sahely and Kate Hocking Signatures: Role/Position: Co-President		
Communicated to all relevant staff:	Yes		
Vehicle safety information reviewed and attached:	N/A		
Risk assessment to be evaluated and reviewed on: A risk assessment must be undertaken prior to an excursion being undertaken (and before seeking authorisation for that excursion to be undertaken - see regulation 102). If the excursion is a ' <i>regular outing</i> ', a risk assessment must be undertaken <i>at least</i> annually.	Date: 1/1/2025		

ATTACHMENT 1 - Beach KINDER MAP Pick/Up drop off locations and ROUTE

Pier Beach



Ocean Beach

First car park "Mushroom Reef" OR Second car park

