

Risk	Consequence	Severity (degree of harm)	likelihood	Risk rating	Action	Control
State what the hazard is. You must include the location of the hazard.	What are the consequences of exposure to this hazard?	I = Insignificant M = Moderate E = Major (extensive injury) C =Catastrophic	HU = High unlikely U = Unlikely M = Moderate L = Likely V = Very likely	Low Moderate High Extreme	Eliminate Minimise	What is the best way to manage this hazard so it does not cause harm?
Carpet at entrance	Potential trip hazard	M	U	Low	Minimise	Held down with objects, tape bottom
Steps in Kauri gum shed exhibition	Potential trip Hazard	M	HU	Low	Minimise	Handrails, wide and low steps
Concrete at front entrance	Slippery hazard	M	M	Moderate	Minimise	When wet sign put out.
Net at rowing boat - holiday display	If it falls, could present a trip hazard	M	HU	Low	Minimise	Ensure that it is checked weekly
Ropes in Wharf display area	Safety for fall, trip hazard if not secure	M	HU	Low	Minimise	Manager/Assistant Manage to check weekly

Fire	Breathing Burns	M	HU	Low	Minimise	Fire extinguisher (serviced and checked regularly). Clean cloths after use, put items on a non flammable surface.
Choking	Choking - Death	M/C	U	Moderate	Minimise	Children sit to eat and drink. Adult is present and supervising. Parent/Caregivers have supplied lunch.
Falling on concrete outside when moving about.	Scraped knee	M	M	Low	Minimise	Children to walk with adult when crossing in carpark. First Aid kit for dressing injury.
Cars in Carpark	Car driver doesn't see child and there is a collision.	E/C	L	High	Minimise	Children to walk in a group with an adult when crossing in carpark.