

Wirraway Homestead

# **Emergency and Risk Management**

Summary for schools:

excerpts from Wirraway's Risk Management Documents

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## Part 1 - ROLES AND RESPONSIBILITIES OF WIRRAWAY HOMESTEAD

### **1.1 Emergency Management Arrangements - Wirraway Homestead**

This Plan addresses the Prevention of, Preparation for, Response to and Recovery from Emergencies. The occurrence may either on or off site. A 'Disaster' is defined in the State Disasters Act and may be summarised as 'any threat to life and property'. (The term Disaster will shortly be replaced with the word Emergency.)

### **1.2 AIM**

The aim of this Plan is to detail the agreed arrangements for the prevention of, the response to, and the recovery from, emergencies that could occur in the Wirraway Homestead.

#### **1.2.1 Objectives:**

The Objectives of the plan are:

- Coordinate and prioritise Wirraway Homestead owned resources.
- Prioritize the allocation of resources within the Wirraway Homestead during Response and Recovery phases..
- Provide for displaced or affected persons within the Wirraway Homestead if requested by the Police Coordinator.
- Develop specific strategic planning objectives with regard to Prevention, Preparation, Response and Recovery from emergencies.

#### **1.2.7 Command:**

At any Emergency where Wirraway Homestead manpower or equipment is deployed, a person representing the Wirraway Homestead should be identified by a Tabard as the "Wirraway Homestead Commander". The Wirraway Commander has the authority to command all Wirraway Homestead Resources. The Wirraway Homestead Commander" will report to the Incident Controller. Incident Controller.

### **1.3 THREATS**

A hazard analysis of all perceived threats to the Wirraway Homestead has been conducted by the WHEMPC. This process is not intended to exclude any form of emergency and, to this end, this document has adopted a flexible "all hazards approach". A summary of the hazard analysis and its findings is located in Part 5 of this plan.

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## **Part 8 - SPECIAL PLANS**

### **8.0 EVACUATION PLAN**

#### **8.1 BRIEFING**

The Camp Director is responsible to ensure that camp supervisors (and evacuation wardens) are briefed with regard to their awareness of these instructions and the instructions pertaining to their role in evacuation.

#### **8.3 PARTIAL EVACUATION**

The total or partial evacuation of the premises will in most instances be initiated by the Wirraway Commander or Evacuation Wardens. When safe to do so partial evacuation is preferred. All campers must be involved in briefings and debriefings.

## **8.4 WARNING SYSTEMS**

### **8.3.1 Campers.**

Campers will be alerted by the continuous ringing of the hand bell if assembly at the camp is appropriate. If assembly at the cottage (eg. gas leak/explosion near bunkhouses) is appropriate the air horn will be sounded.

### **8.4.2 Staff**

Staff will be informed of the air horn rule, but this will not be communicated to campers.

### **8.4.3 Personal Warning**

Given the nature of some emergencies such as, gunman, or other prevailing conditions, it may be inappropriate to sound either the hand bell or the air horn. In these instances the Wirraway Commander will brief staff to perform the notifications (if it is safe to do so) by personally notifying camp supervisors or individual campers.

## **8.5 ASSEMBLY AREA.**

### **8.5.1 Safe Area.**

Depending on the nature of the emergency the Wirraway Commander is responsible to determine a safe assembly area. Assembly Areas which may be used for this purpose include:

- Area in front of dining room or Dining Room (in case of fire)
- Horse riding shed
- Paddock next to cottage

## **8.6 RESPONSIBILITIES OF WARDENS**

The task of assisting in the evacuation of campers will be conducted by camp supervisors who occupy Teachers Rooms / or bunkhouse leaders during Musters (who sleep in with campers) Teachers Rooms shall contain a copy of these instructions - Attachment 1

An evacuation kit should be available at the assembly point. It will contain the following:

- First Aid kit.
- Whistle
- Torch or chemical light.
- Copy of E.S.O.P.'S.
- Names of campers.
- Campers medication - (ventilators etc)

### **8.6.1 Continuous Bell**

On hearing the continuous bell the Evacuation Wardens will lead the campers from the bunkhouse to the assembly area located in the Dining Room .

### **8.6.2 Personal Warning**

If the continuous bell is not sounded due to the prevailing situation the Evacuation Warden will follow the instructions of the Wirraway permanent staff.

## **8.7 RESETTLEMENT**

The re occupancy of the camp site and buildings will be upon the approval of the Wirraway Commander and the Incident Controller. The camp site and rooms should be checked to ensure they are safe, there are no exhibits and to assure campers of tender years that the site is now safe. Prior to re settlement all campers and staff should be briefed regarding the incident to allay any fears or ongoing concerns regarding their personal safety.

## **Part 8 - EVACUATION WARDENS - (INSTRUCTIONS & GUIDELINES) - Attachment**

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Wirraway Homestead's commitment to safety includes an evacuation plan. The plan has been developed and regularly tested with the Emergency Services to ensure that if an emergency situation such as fire, or other incident threatens the camp site, that campers will be notified and taken to a safe area.

Camp supervisors who occupy these rooms are requested to undertake the role of Evacuation Warden. If you are unwilling to undertake this role please immediately discuss this with the Camp Director. The Evacuation Plan depends on the cooperation of all staff and of campers. Your cooperation in this important but relatively simple role is appreciated.

### **Who is in charge?**

The Camp Director is responsible for activating the evacuation plan. Should an evacuation occur the Camp Director is identifiable by a reflectorised vest which reads 'Wirraway Commander'.

### **Warning systems - What are they?**

- The continuous ringing of the hand bell requires all campers to assemble in the dining room. (An air horn may also be used as a special signal for staff only).
- If it is not suitable to ring the bell a staff member will advise you of the location of the safe emergency area.

### **Where are the safe areas?**

- Normally this will be in the area near the Dining Room.
- If this area is not safe you will be advised by a staff member where to assemble.
- (REFER TO THE ATTACHED MAP FOR SOME ASSEMBLY AREAS WHICH MAY BE USED)

### **What are my duties as a Evacuation Warden?**

Collect the Evacuation Kit.

Lead campers in your Bunk House to either:-

- ◆ the Dining Room Assembly area (if the hand bell is continually ringing).
- ◆ the Indoor Arena
- ◆ wait with the campers in the bunk house until advised by a staff member.

(LOCATION OF EVACUATION WARDENS - REFER TO THE ATTACHED MAP).

### **What happens after the evacuation?**

The Wirraway Commander will speak with the Police or emergency services. After the camp site has been checked and it is safe the Wirraway Commander will brief the staff and evacuation wardens. Resettlement of the camp site will not occur until after all safety checks and counselling has been conducted.

### **Is there anything I should do now?**

Yes. Please place your initials at the bottom of the form to indicate that you have read and understand these instructions. If you are unsure please immediately speak to the camp director.

The primary responsibility of the Wardens is to ensure as far as practicable the safety of personnel and, when necessary, to arrange their orderly evacuation from danger. IT IS NOT THE RESPONSIBILITY OF A WARDEN TO ACTIVELY COMBAT EMERGENCIES. When required, Wardens will ensure that their areas of responsibility have been totally evacuated, if safe to do so.

The Wirraway Commander will nominate a staff member to receive all incoming telephone calls and assist with out going telephone calls to emergency services and sundry notifications.

## Part 8 - FOOD CONTAMINATION PLAN - Attachment 2

### PREVENTION STRATEGY

Activity	Task
<b>Possible Causes:-</b>	
<b>1. Failure to follow health regulations.</b>	<input type="checkbox"/> Ensure all staff are trained in health regulations. <input type="checkbox"/> Ensure all staff follow procedures <input type="checkbox"/> Inspect at random, purchasing, preparation and serving environment.
<b>2. Wilful contamination</b>	<input type="checkbox"/> Use sealed containers where appropriate. <input type="checkbox"/> Secure unsealed food supplies.
<b>3. Purchase contaminated food</b>	<input type="checkbox"/> Purchase food in sealed containers. <input type="checkbox"/> Randomly inspect suppliers food preparation area.

### PREPARATION STRATEGY

Activity	Task
<b>Training:</b>	<input type="checkbox"/> Ensure basic first aid reference material is on site and locatable. <input type="checkbox"/> Familiarise staff with food poisoning symptoms. <input type="checkbox"/> Familiarise staff with this ESOP

### RESPONSE STRATEGY ESOP (Emergency Standing Operating Procedure

<b>FIRST PERSON ABLE</b>	<input type="checkbox"/> Utilise First Aid - Medical resources <input type="checkbox"/> Contain or isolate suspected food or contaminant. <input type="checkbox"/> Quickly assess and notify Wirraway Commander. <input type="checkbox"/> Isolate other guests from food supplies. <input type="checkbox"/> Keep unauthorised personnel away.
<b>WIRRAWAY COMMANDER</b>	<input type="checkbox"/> Take charge or situation pending arrival of the emergency services. <input type="checkbox"/> Notify Police & Ambulance Services - if required. <input type="checkbox"/> Put on Wirraway Homestead Commander Tabard - if police are called. <input type="checkbox"/> Establish Control Point & Assembly Area - Access/Egress routes. <input type="checkbox"/> Ensure all persons on site are accounted for. <input type="checkbox"/> Maintain log of events. <input type="checkbox"/> Assist emergency Services upon arrival.

### RECOVERY STRATEGY

Activity	Task	Documentation Audit Ref.
<b>Communicate</b>	Advise personnel of 'NEED TO KNOW' Information.	Maintain log of events
<b>Post Impact Damage Report</b>	Wirraway Homestead Commander to facilitate.	Table report
<b>Counselling</b>	Via internal arrangements or FACS	Monitor & facilitate
<b>Debriefing</b>	Wirraway Homestead Commander to facilitate. Inform Insurance	Record minutes
<b>Initiate Incident Investigation Panel</b>	Wirraway Homestead Commander to facilitate.	Table report
<b>Implement changes</b>	Conduct internal debriefing.	Initiate QA processes

**REGULATORY:**

Rigidly enforce the Health Department Regulations with regard to the purchasing, preparation, storage and serving of food.

**PROCEDURAL:**

Implement a Quality Assurance program with regard to:

- ◆ Food purchasing
- ◆ Food preparation
- ◆ Food storage
- ◆ Hygiene in preparation and dining areas.

**CONFECTIONARY:**

All confectionary which is sold from the campsite will be sealed and packaged.

**Part 8 - ON SITE ACCIDENTS - Attachment 5**

**PREVENTION STRATEGY**

Activity	Task
<b>Possible Causes:</b>	
<b>Horse riding</b>	Maintain QA program through
<b>Activity Games</b>	<input type="checkbox"/> Cyclic maintenance & servicing of equipment <input type="checkbox"/> Supervision of activities.

**PREPARATION STRATEGY**

Activity	Task
<b>Training:</b>	First aid training, instructor training

**RESPONSE - ESOP (Emergency Standing Operating Procedures).**

<b>FIRST PERSON ABLE</b>	Contain or turn off Hazard(s) - <b>if safe to do so.</b>
	Quickly assess and notify Wirraway Commander.
	Evacuate the area to a safe position
	Utilise First Aid - Medical resources
	Keep unauthorised personnel away.
<b>WIRRAWAY COMMANDER</b>	Take charge of situation.
	Notify Fire, Police & Ambulance Services (if required).
	Traffic diversion - if required request police to initiate.
	Put on Wirraway Homestead Commander Tabard - if police are called.
	Take Charge at scene - pending arrival of Incident Controller - CFA.
	Asses scene - consider evacuation - safety of all persons.
	Establish Control Point & Access/Egress Routes.
	Establish Control Point & Assembly Area - Access/Egress routes.
	Ensure all persons on site are accounted for.
	Maintain log of events.
	Assist emergency Services upon arrival.
<b>K.A.L.O.F. - (Keep A Look Out For)</b>	Only rescue if safe to do so - otherwise wait for emergency services

**RECOVERY STRATEGY**

Activity	Task	Documentation Audit Ref.
<b>Communicate</b>	Advise personnel of 'NEED TO KNOW' Information.	Maintain log of events
<b>Post Impact Damage Report</b>	Wirraway Homestead Commander to facilitate.	
<b>Counselling</b>	Via internal arrangements or FACS	
<b>Debriefing</b>	Wirraway Homestead Commander to facilitate.	Record minutes
<b>Initiate Incident Investigation Panel</b>	Wirraway Homestead Commander to facilitate.	
<b>Implement changes</b>	Conduct internal debriefing.	

## EMERGENCIES: WIRRAWAY

### A. Accident /injury to camper during activity

- STOP THE ACTIVITY, take necessary steps to control the rest of the group as appropriate (eg. This may involve dismounting other riders, accessing more staff to help, or just verbally keeping rest of campers away from the injured party while you treat them)
- Appropriate first aid is to be carried out by (first aid qualified) staff member.
- Advise management through walkie talkies, mobile phone, or if these are not available send TWO campers to get help.
- Ensure teachers are involved ASAP if it is a school camp
- Injured camper to be transported to Strathalbyn Hospital by staff car or ambulance (as appropriate) - Dial 000 for ambulance if required. (Management/teachers must be involved in this decision unless the situation is life threatening and seconds could be significant in relation to the outcome!)
- Parents of injured party to be contacted as soon as possible.
- Debrief other campers who may be upset by the event : counselling may be needed.
- Full report on incident to be completed as soon as possible.
- See contingency management plans for further details

### B. Group Disaster:

In case of group disaster (ie, accident or illness, or natural disaster):

- Stop and assess situation including safety of those involved in the incident/situation
- First aid to be applied as required and 000 to be called if urgent response is necessary
- Management to be informed of each step through available communication channels (walkie talkie, mobile phones or –last resort- sending two campers with message)
- Wirraway Commander (or his agent) will take control and decide course of action for group (ie, transporting campers to hospital, calling for help - ambulance, police, CFS as appropriate, etc.) and co-ordinate response with emergency services.
- Teachers (if school camp) to be included in deliberations
- Group to be assembled in Dining Room by continuous ringing of bell (if appropriate to disaster).
- Roll call of all on site.
- Appropriate actions to be taken to control the situation (see contingency management plan)
- Parents of campers to be informed as soon as possible.
- Media liaison officer to manage any questions from outsiders
- Counselling of campers/staff as needed.

- Full report on incident to be completed by Commander as soon as possible ( notes to be taken during event to ensure accuracy)
- Review of response to be discussed with all staff involved
- See details in contingency management plan

### **C. Lost camper**

- As soon as it is noticed that a camper is missing this must be reported to management (and teachers if it is a school camp)
- If appropriate, staff will search bunkhouses and all accessible buildings around the site, without alarming the rest of the campers
- Investigations will follow to identify the last sighting of the camper and the circumstances surrounding their disappearance
- If the search and informal investigations are unsuccessful, all campers and staff are to be gathered to determine if anyone knows any information about the last sighting of the lost camper
- A search will be made close to the camp buildings by leaders and staff, each allocated to a certain area. Searchers should call the lost campers' name as they search.
- If there is any chance that the camper may have come to harm the police and parents, school authorities are to be notified ASAP
- A wider search of the whole site will be organised by management again allocating various areas using the aerial photograph to section the camp. Staff members will also be sent by car each way along the roads to check if the camper walked away from the site.
- The Wirraway Commander (management) will liaise with police when they arrive to take control of the situation
- The WC will liaise with school staff (if relevant)
- Media will be managed by a media liaison officer
- Debriefing of the rest of the campers may be necessary according to the outcomes.
- A full incident report to be completed immediately the situation is contained (notes should be taken during the event to ensure accuracy)
- Review to be carried out by staff post event.

### **D. Snake bite**

Instructions on the correct footwear and clothing to be worn in paddocks will be given in camp briefing and in organisation of activities. Campers are told that if an encounter occurs: avoid the snake, do not corner it, go in the opposite direction. If bitten, stay put, do not move to get help, send another camper for staff member.

*If bite occurs:*

- Ensure bitten person lies down immediately and does not move around
- Ensure snake is clear of area and other campers are safe

- Apply first aid from activity first aid kit. Use walkie talkie to obtain (or send TWO campers to get) snake bite kit from dining room.
- Call 000 for ambulance transport to hospital
- Involve teachers ASAP if it is a school camp
- Debrief other campers
- Accident report
- Review circumstances to see if this could have been avoided

**E. Horse related accident:**

(Detailed procedures are to be found in the horse manual) Basic SOPs include:

- stop all riders,
- assess the situation,
- apply first aid as appropriate to needs of situation,
- obtain assistance through walkie talkie (could include requesting 000 call be placed)
- ensure management and teacher (if relevant) are aware of situation
- dismount other riders if appropriate,
- debrief other riders
- accident report
- review of circumstances that led to accident/injury.

**General:**

Having full-time staff involved 24 hours per day while camps are in progress allows for flexibility of the above details – The Wirraway Commander (WC), an experienced person familiar with the surroundings and resources of the area, will be in charge at all times.

Wirraway's Contingency Management Plan is available in the Administrative Office.

Staff will be taken through the details of this document during staff retreat.

Twice per year a desktop exercise will be conducted with staff involving potential emergency situations.

## **FIRE PLAN**

### **A. GENERAL PRECAUTIONS FOR SUMMER:**

1. Clean all dry combustible material from around camp
2. Check fire-fighting equipment:
  - a) Pumps and hoses
  - b) Roof sprays
  - c) Knapsack sprays
3. Clean gutters every four weeks
4. Explain to campers at start of each camp:
  - a) Operation of alarm signal
  - b) Assembly area
5. Supply Strathalbyn CFS with complete list of camp dates for November-March period at start of November
6. Continue smoke alarm check as for rest of year

### **B. PROCEDURE ON EXTREME FIRE RISK DAYS:**

1. Cancel all activities remote from the camp buildings
2. Warn all campers of risk days
3. Test run fire equipment by pool
4. Notify CFS of numbers on camp if a fire is in the vicinity
5. Check around buildings for combustible material

### **C. PROCEDURE WHEN FIRE THREATENS CAMPSITE AREA:**

Stop activities

Ring bell continuously to assemble all personnel on camp in assembly area

Roll call to ensure all are accounted for

Wirraway commander (or his agent) decides on appropriate action according to circumstances including

- call 000,
- fight fire using Wirraway equipment,
- use of alternate assembly areas
- turn off gas
- allocation of resources to fight fire including staff members to monitor exterior of dining room with hoses, use of staff to manage campers, liaison with emergency services etc.
- liaison with school (where appropriate)
- evacuation (in consultation with emergency services)
- mop up
- debrief
- review

## **D. EVACUATION:**

1. **AUTHORITY - CAMPERS TO BE EVACUATED ONLY BY AUTHORITY OF:**
  - a) Camp Manager
  - b) Responsible CFS Officer
  - c) Police Officer
  
2. **PROCEDURE:**
  - a) If possible, a vehicle to be supplied by CFS / Police .
  - b) Campers to be loaded at livery stable, unless unsafe to do so (in which case another safe area will be designated).
  - c) Application forms for campers to accompany them on vehicle + mobile phone
  - d) One Wirraway staff member will accompany campers on vehicle, and be responsible for supervision at safe area in Strathalbyn.
  - e) Campers to be returned to camp as soon as is practical.
  
3. **LIAISON WITH PARENTS:**
  - a) As much as practical, a staff member will be available to answer parents' calls with a prepared statement.
  - b) The prepared statement should contain:
    - what is happening
    - what precautions have been taken
    - reassurance to parents that their children are safe and have been taken to Strathalbyn
    - make the call short
  - c) The answering machine may be used for this purpose. A carefully worded answering machine message will be placed on the main office line to ensure parents have the basic information they need. A mobile phone option is to be provided on the message.

<b>Part 8 - FIRE - Attachment 6</b>		
<b>PREVENTION STRATEGY - Refer To Part 4 - Attachment 1</b>		
<b>PREPARATION STRATEGY - Refer TO Part 4 Attachment 1</b>		
<b>RESPONSE - ESOP (Emergency Standing Operating Procedures)</b>		
<b>FIRST PERSON ABLE</b>	<input type="checkbox"/>	Contain or turn off Hazard(s) - <b>if safe to do so.</b>
	<input type="checkbox"/>	Quickly assess and notify Wirraway Commander.
	<input type="checkbox"/>	Evacuate the area to a safe position
	<input type="checkbox"/>	Utilise First Aid - Medical resources
	<input type="checkbox"/>	Keep unauthorised personnel away.
<b>WIRRAWAY COMMANDER</b>	<input type="checkbox"/>	Take charge or situation.
	<input type="checkbox"/>	Notify Fire, Police & Ambulance Services (if required).
	<input type="checkbox"/>	Put on Wirraway Homestead Commander Tabard - if emergency services are called.
	<input type="checkbox"/>	Take Charge at scene - pending arrival of Incident Controller - CFA.
	<input type="checkbox"/>	Asses scene - consider evacuation - safety of all persons.
	<input type="checkbox"/>	Establish Control Point & Assembly Area - Access/Egress routes.
	<input type="checkbox"/>	Ensure all persons on site are accounted for.
	<input type="checkbox"/>	Maintain log of events.
	<input type="checkbox"/>	Assist emergency Services upon arrival.
	<input type="checkbox"/>	Only rescue if safe to do so - otherwise wait for emergency services
<b>RECOVERY STRATEGY</b>		
Activity	Task	Documentation Audit Ref.
<b>Communicate</b>	Advise personnel of 'NEED TO KNOW' Information.	Maintain log of events
<b>Post Impact Damage Report</b>	Wirraway Homestead Commander to facilitate.	Table report
<b>Counselling</b>	Via internal arrangements or FACS	Monitor
<b>Debriefing</b>	Wirraway Homestead Commander to facilitate.	Record minutes
<b>Initiate Incident Investigation Panel</b>	Wirraway Homestead Commander to facilitate.	Table Report
<b>Implement changes</b>	Conduct internal debriefing.	Strategically plan

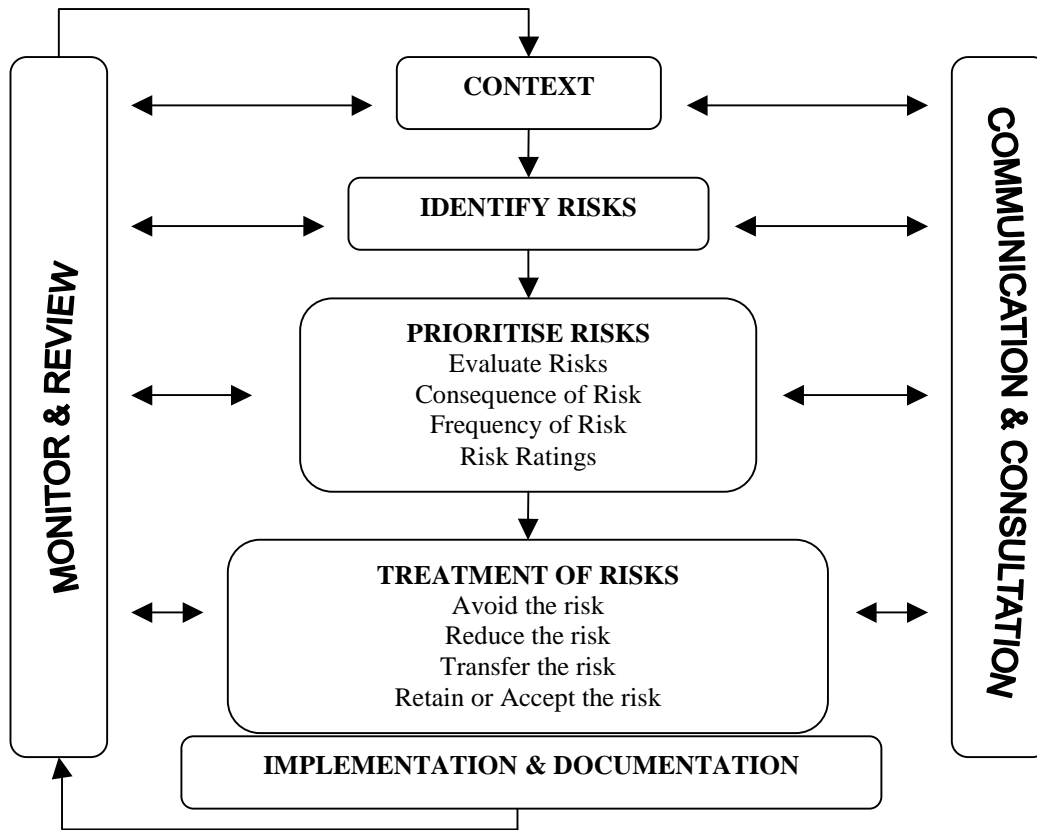
# Risk Management

## PERCEIVED RISKS

RISK	RATING
Accident to campers involved in activities	U
Child abuse or improper behaviour by staff	H
Fire	H
Car /bus accident on access roads	H
Accident to staff	H
Food poisoning	H
Computer crashing resulting in loss of records	H
Lost camper	M
Electrical emergency	M
Harassment /bullying	M
Damage to reputation through bad service	M
Theft	M
Water shortage	M
Camper abduction by parent	M

## RISK MANAGEMENT MODEL

Risk management is the process of identifying, analysing, evaluating and treating risk, as depicted in the following table: Risk Management Model



<b>RISK</b>	<b>Risk Rating</b>	<b>Minimization Strategies</b>	<b>Risk Outcome</b>
Accident in activities	URGENT	First aid training for all staff Training of supervisory staff (Association for Horsemanship Safety and Education qualified, Cert III in Outdoor Recreation plus in house training) Policies and procedures for all activities Regular maintenance of all equipment Regular in service training for staff Use of quiet horses suitable for beginners Facilities purpose built Use of safety equipment Public liability insurance 6 km from hospital First aid kit maintained	MEDIUM
Child abuse by staff	HIGH	Police checks of all staff (full time, volunteer and casual) Policies and procedures for behaviour with children Mandatory reporting training Staff training and regular meetings Child Protection Policy Checking of applicants for work (formal and informal) Supervision of casual visitors Visitors' badges	LOW
Fire	HIGH	Local CFS aware of Wirraway location and needs Fire fighting equipment and staff training Regular maintenance of equipment Policies for emergencies: assembly areas, evacuation responses, fire warden responsibilities, Smoke detectors in all bedrooms Fire blankets and extinguishers as required	LOW
Car accident on access road	HIGH	Staff warnings and discussions Signage at beginning of roads	MEDIUM

<b>RISK</b>	<b>Risk Rating</b>	<b>Minimization Strategies</b>	<b>Risk Outcome</b>
Accident to staff	HIGH	OHS training Safety equipment Policies and procedures	MEDIUM
Food Poisoning	HIGH	Public Liability insurance Use of appropriate and safe facilities and equipment Automatic dishwasher Risk assessment on site and environment etc Food handling qualification required of staff Policies and procedures for receipt, handling and serving of foods	LOW
Computer crash: loss of records	HIGH	All computer information is backed up regularly Policies and procedures for maintenance of records of campers	LOW
Lost camper	MEDIUM	Policies and procedures for monitoring of campers & retrieval if required Safe environment of site Staff training	LOW
Electrical emergency	MEDIUM	RCDs fitted Regular electrical checking Staff training exercises	LOW
Harassment/bullying	MEDIUM	Application form includes information on social problems Teachers asked for information on arrival Staff training and awareness Policies and procedures	LOW
Damage to reputation through bad service	MEDIUM	Staff training Staff motivation Regular staff meetings and debriefing Employment requirements	LOW
Theft	MEDIUM	Bank in place for money Policies and procedures Encouragement that campers hand in valuables Locking of office and safe provisions for cash Books audited annually	LOW

<b>RISK</b>	<b>Risk Rating</b>	<b>Minimization Strategies</b>	<b>Risk Outcome</b>
Water shortage	MEDIUM	Water source for purchase of supplies if required Monitoring of bore water Catchment of water from roofs Maintenance of pumps and equipment	LOW
Violence (parents, outside sources)	MEDIUM	Policies and procedures Risk management awareness All responsible adults require police checks Alarm systems Location (remote) plus access roads provide no alternate sources of escape	LOW