



Step 1. What is the hazard?



Coloured toys on coloured mat in walkway. Parent in high heel shoes in a rush walks in and trips on toys and hits her head on book case and dies.



Step 2. What is the risk?

		++ very likely	+ likely	- unlikely rare	-- very unlikely
Kill, Permanent Disability		1	1	2	3
Long term illness Serious Injury		1	2	3	4
Medical Attention Several Days Off		2	3	4	5
First Aid Needed		3	4	5	6

The numbers show how important it is to do something:
1 - it is extremely important to do something about this hazard as soon as possible
6 - this hazard may not need your immediate attention.



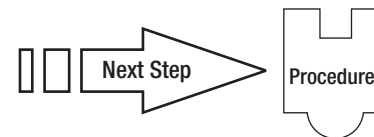
Step 3. What can we do to protect everybody?

Substitute for a lesser risk	Yes	No
Isolate the hazard from the person at risk	Yes	No
Minimise the risk through engineering means	Yes	No
Implement change through administrative means	Yes	No
Use personal protection PPE	Yes	No



Step 4. List the step by step procedure we need to make it safe.

- Ensure all mats are set up out of the natural walkways in the rooms*
- Add a section to the daily checklist to ensure mats and toys are set up correctly*
- Tell parents about the dangers of walking across the mats*
- Ensure staff and children don't spread the activities or toys off the mats*



Do we need to make a new procedure or add an item to a checklist