The planning considerations that are common to all curriculum activities can be found in the CARA generic template. These must be considered as well as the activity-specific considerations outlined below.

**Activity scope**

This guideline relates to student participation in operating agricultural machinery as a curriculum activity.

Agricultural machinery may involve other activities that have various risk levels. Refer to the relevant activity guideline (e.g. Light vehicles, towing and trailers guideline when transporting machinery on a trailer) for mandatory requirements associated with these activities.

**Mandatory requirements**

Mandatory requirements must be met for the activity to be conducted. Special requirements are to be considered in the planning and delivery of this activity.

- Use the Children and young workers - Code of Practice 2006 to determine student suitability to undertake relevant work activities and operate equipment.
- Obtain parental/carer consent and a medical questionnaire/declaration for high and extreme risk activities. (Note: Students with a medical condition that may impact on their safety must be cleared by a medical practitioner prior to participation in the activity).
- Follow the Electrical Safety Guideline, standard operating procedures (SOP) for Equipment and Machinery Resources and ITD Guideline.
- Establish and implement procedures for emergencies such as injury and first aid, resuscitation, communication (e.g. to immediately bring machinery to a stop), emergency service contact details and supervision/safety detail of students that are appropriate to the activity, location and conditions.
- Establish and implement safety procedures. This must include, but is not limited to, the procedures outlined in the Worksafe - Serious about farm safety guide; manufacturer’s operating manual and operating instructions for each machine used; the identification/control of pinch/crush/laceration hazards; and procedures outlined in the Hazardous manual tasks - Code of practice 2011.
- Induct students on procedures for emergency procedures, safety procedures and correct technique.

**Risk level**

**Medium risk**: Using machines with simple mechanical processes (e.g. mechanical seeders, knapsack sprayers, air-operated sprayers) and those using more complex mechanical processes and motors (e.g. walk-behind mowers).

**High risk**: Using machines with complex mechanical processes and motors to drive high-speed cutters that are not exposed (e.g. motorised line trimmers).

**Extreme risk**: Using machines with complex mechanical processes and motors to drive high-speed cutters that are exposed (e.g. powered augers, chaff cutters, chainsaws, mulchers and plant shredders).

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1 Agricultural machinery refers to hand-operated machines used to perform tasks in the development and maintenance of agricultural activities. Hand-operated agricultural machinery ranges from simple to complex mechanical machines which incorporate motors, shafts, pulleys, belts and blades.
Supervision requirements

- Provide sufficient adult supervision to manage the activity safely (including emergency situations). Consider the age/size/ability/maturity of students in this decision. Any decisions are to be approved by the Principal.
- Ensure adult supervisors are visible and easily identified and all students are in sight of at least one adult supervisor at all times.

Qualifications for supervisors

Medium and high risk level

- A registered teacher with competence (knowledge and skills) in the operation of agricultural machinery.
- OR
- An adult supervisor other than a registered teacher with competence (knowledge and skills) in the operation of agricultural machinery, working under established safety procedures and the direct supervision of a teacher.

Extreme risk level

- Adult supervisors must have current qualifications or training (e.g. Certificate III in Rural Machinery Operations) and competence in the operation of the specific agricultural machinery.

Requirements for facilities and equipment

- Agricultural machinery must conform to Australian Standards, be properly maintained, be in good working condition, be fit for purpose and be used in accordance with manufacturers’ instructions, relevant codes of practice, Manual gardening tasks Standard operating procedures (SOP) and other relevant Equipment and Machinery SOP. Metal cutting blades must not be used in motorised brush cutters.
- Use portable safety switches where there are no residual current devices installed.
- Personal protective equipment must include hearing and eye protection (e.g. safety glasses with Australian Standard specification), appropriate enclosed footwear, leather gloves (when using split posts or other splintering timber or barbed wire) and an appropriate mask when necessary (e.g. to protect from spraydrift or dust created by machinery).
- If using hazardous chemicals, the Chemical Hazards in the Curriculum template must be completed and attached to this risk assessment. Note: Where the risk level of a hazardous chemical is extreme, an alternative chemical/activity must be found.
- Consent and insurance requirements must be met and approved by the Principal, if privately owned equipment is being used.

Hazards and controls

Before the activity

<table>
<thead>
<tr>
<th>Hazards</th>
<th>Control measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Considering environmental conditions</td>
<td>• Control allergen and disease risks associated with dust, dry matter and airborne organisms. (e.g. Q fever). • Prevent hazards by ensuring appropriate control measures are in place for unfavourable weather conditions (e.g. dampen dust during high wind, control slipping hazards after rain). • Ensure the school’s sun safety strategy is followed.</td>
</tr>
<tr>
<td>Accessing facilities and using equipment</td>
<td>• Ensure the location is suitable for the particular type/s of machinery and is clear of obstacles that may pose hazards.</td>
</tr>
</tbody>
</table>

During the activity

| Accessing facilities and using equipment | • Maintain clear lines of sight when moving and using machinery. |
| Managing student considerations | • Maintain a safety zone around the area where agricultural machinery is in use. • Supervise all students in a safe location when not actively receiving instruction. |
Additional links

- General guide for managing the risks of machinery in rural workplaces
- Model Code of Practice – Managing the Risks of Plant in the Workplace
- Quick reference guide for specified electrical equipment

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