

Curriculum activity risk assessment

Chemical Hazards

clever • skilled • creative

Activity scope

This document relates to student participation in Chemical Hazards as a curriculum activity. 'Chemical hazards' refers to the use of chemicals that may be part of a science teaching unit. Hazards may be present in both operational (learning) mode and maintenance (storing) mode.



Teachers/leaders:		
Activity description:		
Start date:	Finish date:	No of students (approx.):
Class groups:		Supervision ratio (approx.):

Risk level

The actual risk level will vary according to the specific circumstances of the activity and these must be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

- Which students will be involved?
- What will the students be doing?
- What will the students be using?
- Where will the students be?
- Who will be leading the activity?

Inherent risk level		Action required / approval
<input type="checkbox"/>	Low Use, handling and storage of chemicals that have no corrosive properties, no toxicity, and no high volatility	<input checked="" type="checkbox"/> Manage through regular planning processes.
<input type="checkbox"/>	Medium Use, handling and storage of substances that are mildly corrosive, mildly toxic, combustible, or volatile organics	<input checked="" type="checkbox"/> Record controls in your planning documents and/or complete this <i>Curriculum Activity Risk Assessment</i> . <input checked="" type="checkbox"/> Consider obtaining parental permission.
<input type="checkbox"/>	High Use, handling and storage of highly corrosive substances, highly toxic substances, strong oxidising and reducing agents, highly volatile substances, or substances possessing some other hazards to humans or the environment	<input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> must be completed. <input checked="" type="checkbox"/> Principal or delegated Deputy Principal or Head of Program (i.e. HOD, HOSES, HOC) to review and approve risk assessment. <input checked="" type="checkbox"/> Obtaining parental permission is recommended. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i> .

Listed below are the minimum recommendations for this type of activity. For any items ticked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

Minimum supervision
Adequate adult supervision is to be provided. In determining what is adequate, consider the number of students, their individual needs, and the nature of the activity. If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. Blue Card requirements must be adhered to.
<input type="checkbox"/> Registered teacher with minimum qualifications as outlined below OR <input type="checkbox"/> An adult with minimum qualifications as outlined below, in the presence of a registered teacher
Further information:

Minimum qualifications	
<input type="checkbox"/>	Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel.
<input type="checkbox"/>	a registered teacher who has knowledge of the activity and its potential hazards where this hazard is low
<input type="checkbox"/>	a registered teacher who has experience (previous involvement in the activity) where the potential hazard is medium
<input type="checkbox"/>	a registered teacher who has competence (demonstrated ability to undertake the activity) where the potential hazard is high
<input type="checkbox"/>	if a teacher as described above is not available, an adult with knowledge of the activity and potential hazards, experience (previous involvement in the activity) or competence depending on the risk level.
Further information:	

Minimum equipment/facilities	Yes	No
First aid kit suitable for activity	<input type="checkbox"/>	<input type="checkbox"/>
Communication system:	<input type="checkbox"/> phone-line at location <input type="checkbox"/> mobile phone <input type="checkbox"/> walkie talkies/UHF radio <input type="checkbox"/> student/adult messenger	
Other:		
Sun safety equipment (hat, sun screen, shirt etc)	<input type="checkbox"/>	<input type="checkbox"/>
Drinking water (students should not share drinking containers)	<input type="checkbox"/>	<input type="checkbox"/>
Protective equipment appropriate for the particular activity, such as safety glasses and laboratory coats or aprons, should be worn by all persons involved in the handling or use of hazardous chemicals.	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Governing bodies/associations	Yes	No
Guidelines/codes of practice are established for this activity. See: Workplace Health and Safety Queensland Have these been considered during the planning and performance of this activity? (See 'Important links' on last page)	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Hazards and suggested control measures

All persons engaging in this activity should:

- identify the hazards, including any additional hazards not mentioned here
- assess their significance
- manage the potential risks.

Listed below are indicative hazards/risks and suggested control measures. They are by no means exhaustive lists. After checking these, add details of any other identified hazards/risks and additional controls you intend to implement.

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
Breakages <ul style="list-style-type: none"> • Glass 	<ul style="list-style-type: none"> • Inspect equipment before use for cracks and damage. • Do not heat or cool materials quickly. • Ensure that appropriate clean-up equipment (broom, dustpan and brush) is available. • Ensure that students wear appropriate footwear. • Ensure that everyone handles materials and equipment carefully. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Dust, gas or fumes <ul style="list-style-type: none"> • Smoke • Sawdust • Inhalation 	<ul style="list-style-type: none"> • Ensure appropriate personal protective equipment (such as facemasks and breathing apparatus) is worn. • Ensure there is adequate ventilation. • Ensure that extraction bags are fitted to equipment. • Use a fume cupboard. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Electricity <ul style="list-style-type: none"> • Burns 	<ul style="list-style-type: none"> • Ensure Electrical Safety Guidelines are adhered to. 	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental conditions <ul style="list-style-type: none"> • Weather • Surfaces • Surrounds 	<ul style="list-style-type: none"> • Ensure that a venue is selected which is appropriate to the activity, taking into consideration the following; <ul style="list-style-type: none"> ○ working space ○ access to emergency facilities and safety equipment ○ ventilation. • Use a fume cupboard where the inhalation of some reactant or product may be hazardous. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Hazardous	<ul style="list-style-type: none"> • Ensure hazardous substances guidelines are adhered to. 	<input type="checkbox"/>	<input type="checkbox"/>	

Additional control measures

These would relate to the specific student needs, location and conditions in which you are conducting your activity.

Hazards/risks	Control measures

Submitted by:

Date:

List the names of those who were involved in the preparation of this risk assessment.

Approval

Approved as submitted.

Approved with the following conditions:

Not approved for the following reason(s):

By:

Designation:

Signed:

Date:

Once approved, activity details should be entered into the *School Curriculum Activity Register* by administrative staff.

Reference no.

Monitor and review <i>To be completed during and/or after the activity and/or at the completion of the series of activities.</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		

Important links

- HLS-PR-003: First Aid
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions
<http://education.qld.gov.au/strategic/eppr/health/hlspr004/>
- HLS-PR-005: Health and Safety Incident Reporting and Notification
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- SCM-PR-002: School Excursions
<http://education.qld.gov.au/strategic/eppr/schools/scmpr002/>
- HLS-PR-013: Developing a Sun Safety Strategy
<http://education.qld.gov.au/strategic/eppr/health/hlspr013/>
- HLS-PR-006: Managing Occupational Risks with Chemicals
<http://education.qld.gov.au/strategic/eppr/health/hlspr006/hs16.pdf>
- Infection Control Guideline
http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf
- Workplace Health and Safety Queensland
<http://www.deir.qld.gov.au/workplace/>
- ChemWatch
<http://www.chemwatch.net/>
- HRM-PR-010: Working With Children Check – Blue Cards
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>

Further information

For further information on incorporating risk management strategies into curriculum activity planning refer to [HLS-PR-012 Managing Risks in Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Assessment Guidelines](#). (See: <http://education.qld.gov.au/strategic/eppr/health/hlspr012/index1.html>)

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.