

Braeside Education Centre - Activity Risk Assessment

Assessment of:		Camp fire (Evening Activity)		Venue:	Braeside education centre – Survival Area		
Assessor:		Josh Simons		Date:	Jan 2026	Review Date:	Jan 2027
ID	Hazards Identified le: what can cause harm?	Persons at Risk le: who could be harmed by the hazard?	Current Risk Factor (High, medium, or low) le: determine the level of risk	Actions to be Taken to Minimize each Risk le: what action can you take to lower the level of risk			New Risk Factor (High, medium, or low) le: risk factor after action taken to minimize the risk
1	Activity not being run by Braeside staff	<ul style="list-style-type: none"> Participant Any persons in survival area 	Medium	<ul style="list-style-type: none"> Supervisors of activity to be briefed by Braeside staff Prior to leading activity Risk assessment and operation procedure to be given to supervising staff for reading before session. 			Low
2	Burns	<ul style="list-style-type: none"> Participant Any persons in survival area 	High	<ul style="list-style-type: none"> Distance kept from fire approximately 1.5m, except when cooking. Loose clothing and long hair to be secured back Fire lit by adults only or with very close supervision Children not left unsupervised with a lit fire. Water bucket, first aid kit to be present in shelter (near fire area) Fire to be made safe after use. 			Low
3	Inhalation of smoke – issues for asthmatics etc	<ul style="list-style-type: none"> Participant Any persons in survival area 	Medium	<ul style="list-style-type: none"> Awareness of weather conditions. Consider wind direction and strength when seating groups around fire. Groups seating position to be managed by supervisor. Only wood to be burnt. 			Medium
4	Sparks	<ul style="list-style-type: none"> Participant Any persons in survival area 	Low	<ul style="list-style-type: none"> Awareness of weather conditions. Consider wind direction and strength when seating groups around fire. Groups seating position to be managed by supervisor. Distance kept from fire approximately 1.5m minimum, except when cooking. 			Low

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5	Hazards increased by bad behaviour	<ul style="list-style-type: none"> Participant Any persons in survival area 	Medium	<ul style="list-style-type: none"> Groups Behaviour to be managed by supervisor and session to be stopped if behaviour is not suitable. 1-10 adult to Participant ratio (suggested) 	Low
6	Activity taking place in the dark	<ul style="list-style-type: none"> Participant Any persons in survival area 	Low	<ul style="list-style-type: none"> Torches to be used for walking down to area. Students to stay seated and not move around the area without supervision. 	Low
7	Flammable clothing near fire	<ul style="list-style-type: none"> Participant Any persons in survival area 	Medium	<ul style="list-style-type: none"> See ID 2 	Low
8	Burns from marshmallows or hot sticks	<ul style="list-style-type: none"> Participant Any persons in survival area 	High	<ul style="list-style-type: none"> Warning of hot marshmallows – allow appropriate cooling time (demo given). Water to be there to pour on or put burn in until a tap can be reached. 	Medium
9	Slips, Trips, Falls	<ul style="list-style-type: none"> Participant Any persons in survival area 	High	<ul style="list-style-type: none"> First aid kit, present in shelter Participants to be warned about trip hazards around fire and uneven ground. 	Medium