Braeside Education Centre - Activity Risk Assessment

Braeside Education Centre

Assessment of:	Vehicle & Pedestrian Access & Movement Onsite	Venue:	Braeside education centre –		
Assessor:	Rupert Tabley	Date:	June 2026	Review Date:	June 2027

ID	Hazards Identified Ie: what can cause harm?	Persons at Risk Ie: who could be harmed by the hazard?	Current Risk Factor (High, medium or low) Ie: determine the level of risk	Actions to be Taken to Minimize each Risk Ie: what action can you take to lower the level of risk	New Risk Factor (High, medium or low) Ie: risk factor after action taken to minimize the risk
	Vehicles arriving to park	• Staff & Visitors	Medium	• Wherever possible groups are led out of Braeside via the footpath • Vehicle access restricted when free to roam activities are taking place. Main gate is shut and staff open and escort vehicles as needed. • Free roaming activity briefings include a reminder of car parks, no running on tarmacked areas and potential for moving vehicles • Advance planning and consideration for groups needing to access car park	Low
	Vehicles entering premises at speed	• Staff & Visitors	Low	• SLOW CHILDREN sign displayed at entrance • Delivery companies and drivers requested and reminded to access and leave site with care	Low
	Children moving around site	• Staff & Visitors	Medium	• Only staff vehicles to move in area between Laurels and kitchen. Customers vehicles park with permission to reduce traffic. • Gated access at entrance to the lower field to restrict vehicle movement. • Visiting staff and students are made aware that cars use site and areas to avoid are identified. • Main gate is locked during the day if activities require full site use, such as orienteering or for safety during holiday club.	Low