



**At Home Family Day Care Scheme Risk Assessment & Management Plan**

National Law: Section 167 (protection from harm and hazards)

National Regulations: Regulation 116

Educator must advise At Home Family Day Care before any proposed renovations to their residence or venue that may affect the matters considered as part of the assessment of the premises. For example acquiring a pet etc

Educator name: \_\_\_\_\_

Risk identified on \_\_\_\_\_ by \_\_\_\_\_

Area of property or home that risk has been identified:

\_\_\_\_\_

Identified risk summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Assessed Potential for harm/ illness or injury    **Extreme**    **High**    **Medium**    **Low**

Plan of action to eliminate, minimise or manage the risk (depending on the risk level identified):

Area of risk assessed by Coordinator..... Date...../...../.....

\_\_\_\_\_

Plan of action completed by Coordinator..... Date...../...../.....

Time frame for action        Immediate or by ...../...../.....

Plan implemented    Yes    No

Outcome: .....

.....

.....

Educator's signature..... Date...../...../.....

Coordinator's signature..... Date...../...../.....

Copied for educator ...../...../.....

Photo's attached        Yes    No