

<b>Venue name</b>	EnergyAustralia NSW : MT PIPER POWER STATION 'ENERGY EXPO' and POWER STATION TOURS			
<b>Location</b>	MT PIPER POWER STATION , 350 BOULDER ROAD PORTLAND NSW 2790			
<b>Phone number</b>	02 6354 8111	<b>Fax number</b>	02 6354 8127	
<b>Web address</b>	<a href="http://energyaustralia.com.au/about-us/what-we-do/generation-assets/mtpiper-power-station">http://energyaustralia.com.au/about-us/what-we-do/generation-assets/mtpiper-power-station</a>			
<b>Insurance</b>	Does the venue have public liability cover? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
<b>Activity/program</b> <i>Please list</i>	<b>Recommended age group/fitness level/ prerequisite skills</b>	<b>Staff accreditation/ competence</b> <i>for this activity/program</i>	<b>Potential risks</b> <i>List hazards/risks related to each activity/program and the venue</i>	<b>Control Strategies</b> <i>Outline strategies for ensuring visitor safety for this potential risk</i>
ENERGY EXPO VISIT	All ages. School children minimum age for understanding process is 9 years	Primary school teacher level	Use of interactive equipment (step machine, winch, cycle require some supervision.	Maintenance of equipment. Adequate teacher/pupil staffing ratio required. Minmum ratio is one teacher for each 15 students
POWER STATION TOUR	All ages catered for but again minimum school age level to benefit from tour is = year 5.	Teacher level of training suited to the age of the children attending.	Usual risk associated with walking, using stairways, noise, possible airborne dust.	<p>Annual risk assessment conducted on tour route. Hazards generally eliminated. Yellow paint used to highlight walking hazards. Personal Protection Equipment issued to all persons on tour. Instruction issued regarding conduct during tour.</p> <p>Student to adult escort ratio is 15 children to one adult escort. On Site tour is discontinued at the discretion of the tour guide if any serious behaviour problems occur.</p> <p>Tours can be cancelled if any on-site conditions have the potential to impact on the safety of the tour group.</p> <p>No open shoes to be worn on site.</p> <p>Tour Guide training with regular refresher. Mandatory requirement is that teachers</p>

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				accompany students at all times while at the Energy Expo and on the Power Station Tours.
PICNIC AREA USE	Any age	Adult supervision of children	Risks associated with cooking food on BBQ. Possible presence of wildlife (mainly kangaroos).	BBQ area cleaned and maintained. Electronic kangaroo deterrent in place (shoo-roo). Supervision of children required.
PLAYGROUND/TENNIS COURTS	Any age	Adult supervision of children	Risks associated with using playground equipment or playing tennis. Possible presence of wildlife (mainly kangaroos).	Area cleaned and maintained. Electronic kangaroo deterrent in place (shoo-roo). Supervision of children required.
Climate			The weather can be quite cold here and it is advised to bring appropriate clothing, in the cooler months the temperature can become extreme. It is recommended in the summer months sunscreen must be worn.	Advising visitors before coming on site. The cooler months can be between April and September.
Heights	Any age	Adult supervision of children.	Beware that we could be at a height of 110 metres while on a station tour and people need to be aware.	Informing visitors before going on tour. Amending tour route if necessary.
Lifts	Any age	Adult supervision of children.	To be aware that some visitors may be frightened to go into the lifts. This has happened on the odd occasion.	Informing visitors before going on tour. Amending tour route if necessary.

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Clothing needed	Any age	Adult supervision of children.	Covered in shoes must be worn (no thongs or sandals or high heels). No cameras or bags or mobile phones allowed on site.	Informing visitors before going on tour. Hard hats and safety glasses will be provided on the day.
Any inappropriate behaviour	Any age	Adult supervision of children.	Tour group safety.	Any misbehaviour will lead to tour being ceased. Immediate removal of tour group from site. Tour guide and Tour escort to have radio on person at all times.
Emergency Evacuation	Any age	Adult supervision of children	Tour group safety. On site emergency experienced while tour group on site.	Emergency instructions to be followed at all times. Emergency / Response Plan in place. Alternative Tour route available. Tour group taken from site as soon as possible by the safest route. Tour route risk assessment conducted annually.

### Equipment

List any equipment, including personal protective equipment, to be provided for use during the activities/programs.

Safety Helmet/Bicycle helmet	
Snood/Hair protector	
EAR PLUGS	
PROTECTIVE EYEWEAR/EYESHIELD FOR PERSONAL EYEWEAR	
	Is all equipment at the venue maintained in accordance with the OHS Regulation and appropriate standards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

### Other requirements

Where relevant, list other requirements such as clothing, footwear and sun screen, that participants are required to

Solid enclosed footwear required. No high heels or sandals.

Sturdy clothing advised with appropriate warm clothing for children in cooler months as the tour will expose people to some extreme temperatures.

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<i>bring. Indicate if any items are provided by the venue</i>	Sun screen recommended in Summer months.	
<b>Supervision/services</b> <i>List services provided by venue staff including briefings, guided tours, supervision of activities etc</i>	Briefings and Pre-tour instruction provided.	
	Tours are fully guided with addition of Security guards	
	Groups are supervised while attending venue but full co-operation of teachers/guardians is expected	
<b>Access</b>	Are access to and egress from the premises safe and without risk to health?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Is the venue wheelchair accessible?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Are disabled toilets available?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Emergencies</b>	Are emergency procedures in place in the venue?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Are staff trained to deal with emergency situations?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Construction/ Maintenance/ Repair</b>	Are licensed personnel used for all construction, maintenance and repair work?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>First Aid</b>	Are first aid kits available for each activity?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Is there a trained first aid officer at Mount Piper Power Station?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Is a first aid room available?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Child-related employment</b>	Are employees of your organisation engaged in child-related employment as defined by the Commission for Children and Young People Act 1998 and the Child Protection (Prohibited Employment) Act 1998? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, which Approved Screening Agency in NSW has registered your organisation as a child-related employer for the purpose of employment screening? Mandatory requirement for the tour is that teachers and parents' escorts are actively involved in the supervision and behaviour control of the tour group. The students are accompanied by teachers and parent escorts at all times while at the Expo and on the power station tour.	
	If your organisation is registered with an Approved Screening Agency in NSW, have all paid staff undergone employment screening?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Have all staff, paid and unpaid, completed a Prohibited Employment Declaration?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If unsure about the status of your organisation or these legislative requirements, contact should be made with the Employment Screening Unit of the NSW Department of Education and Training on (02) 9836 9200."	

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