

BEYOND THE THRILLS

... school excursions to Luna Park Sydney

Background Information for Teachers to prepare a Risk Assessment

The following information provides background information for teachers planning a school excursion to Luna Park Sydney through *Beyond the Thrills*. This information will assist teachers to prepare a RISK ASSESSMENT PLAN for their excursion.

For more information, contact *Beyond the Thrills* by email to: robert@beyondthethrills.com.au

BEYOND THE THRILLS ... SCHOOL EXCURSIONS TO LUNA PARK SYDNEY

Beyond the Thrills provides ride passes for schools to attend fun park excursions to Luna Park Sydney as either a fun day or as an educational day. Educational worksheets are available for:

- Primary students: Science & Technology, Mathematics, English, Art, Peer Support
- Secondary students: Science 7-10, Physics 11-12, Senior Science 11-12, Biology 11-12, Mathematics 7-10, Design & Technology 7-10, Peer Support K-12, Commerce 9–10, Business Studies 11-12, Tourism / Geography 11-12, English 7-10, History 7-10 and Visual Arts 7-10.

Arrival & Departure	<p>The rides at Luna Park Sydney commence operation at 11 am. Schools should plan to arrive between 10.30–11 am, to allow time to collect their unlimited rides wristbands from the Beyond the Thrills Coordinator and to give them to their students. Please do this away from the collection area to avoid overcrowding.</p> <p>Teachers should carry a mobile phone to advise the Beyond the Thrills Coordinator of any delays in arriving or to seek help if any student has an accident. If delayed, please contact: Robert Garner on 0418 160 481.</p> <p>Teachers should mark their rolls BEFORE leaving school, so they know how many students they should have on arrival at Luna Park Sydney.</p>
Height & safety restrictions	<p>There are height restrictions (maximum and/or minimum heights) on rides for the safety of riders on the various rides at Luna Park Sydney. These heights are listed in the worksheets provided by Beyond the Thrills and can also be obtained from the Beyond the Thrills website at: www.beyondthethrills.com.au</p> <p>Closed-in shoes and tops must be worn on the rides at Luna Park Sydney. No loose objects are allowed on the rides.</p> <p>Most rides are NOT recommended for persons who have had recent surgery or illness; have plaster casts or broken bones; back, neck or bone injuries; high blood pressure; cardiovascular problems; nervous disorders; or are pregnant.</p>
Access to Luna Park Sydney	<p>Luna Park is at Milson's Point, under the northern end of Sydney Harbour Bridge. Entry to and exit from Luna Park Sydney is along a level pathway, running off Alfred Street, Milson's Point. Entry to and exit from some rides is via stairs. Students are advised to walk at all times, to not block stairways and to use any ramps in a safe and responsible manner at all times. There is wheelchair access around the park, however wheelchair access to some rides is not possible.</p>
Ride maintenance	<p>Luna Park Sydney regularly tests and maintains its rides. Ride operators are trained in the safe operation of rides. For safety reasons, any ride that requires repairs or maintenance will not be operating. Thus some rides may be closed on any day due to the ride maintenance schedule or unforeseen breakdowns.</p>

LUNA PARK SYDNEY FACILITIES

Souvenir Shops	<p>Souvenirs are available from the retail shop at Luna Park Sydney. If permitted by teachers, students may purchase items from this outlet at regular retail prices.</p>
Food & Beverages	<p>Several food and beverage facilities are located throughout Luna Park Sydney. If permitted by teachers, students may purchase items from these outlets at regular retail prices. Some outlets sell alcoholic beverages, but strictly adhere to all legislation related to not selling or serving persons under 18 years.</p> <p>Students may bring food and beverages if they wish. Drinks should be in cardboard/plastic containers and food should be brought in plastic/paper bags. No glass or metal containers are permitted for safety reasons.</p>
Toilets	<p>Toilets are located between Coney Island and the Dodgems, and between the Carousel and the Tango Train ride. There is wheelchair access at both locations.</p>

Disabled Access	The pathways at Luna Park Sydney are fully wheelchair accessible, however not all rides are accessible to wheelchairs. If a school brings any disabled students to Luna Park Sydney, the teachers, school aides or assisting parents are responsible for helping such students to get on and off the rides.
WORK, HEALTH & SAFETY ISSUES	
Fire exits & evacuation	All rides and venues have clearly marked Fire Exits and comply with all Fire Control and Safety Evacuation regulations. Luna Park Sydney Duty Managers have been formally trained in emergency evacuation procedures.
First Aid	Luna Park Sydney has a first aid room opposite the Ferris Wheel at Guest Relations. Luna Park Sydney Duty Managers are formally trained in First Aid. It is also advisable for each school to carry their own first aid kit and for the teacher(s) to have current qualifications in first aid, and have completed anaphylaxis and asthma training.
CHILD PROTECTION ACT & WORKING WITH CHILDREN CHECKS	
Supervision	Teachers should maintain direct supervision of their students at all times during their visit to Luna Park Sydney. Luna Park Sydney is open to the public and admission is free. For each visiting school, one teacher (or adult/parent helper) per 15 secondary/8 primary students is provided with an unlimited rides pass. Schools must ensure that they provide adequate teacher supervision of students.
Working with Children Checks	Beyond the Thrills coordinators are both qualified teachers who teach in NSW Department of Education schools and have current child protection training. Luna Park Sydney staff are responsible for the following duties: loading students onto rides, ticket sales, food outlets, retail outlets, and security. At all times, teachers/carers are to remain in direct supervision of their students while on their excursion to Luna Park Sydney. Luna Park Sydney is considered a provider of specific services to children and is therefore a registered organisation under the Child Protection Act legislation. It is therefore necessary for Luna Park Sydney staff to have Working with Children checks. All staff at Luna Park Sydney are screened for employment. This information has been verified by the NSW Department of Education.
LIABILITY COVER	
Luna Park Sydney	Luna Park Sydney has appropriate and current Public Liability Insurance in place to cover injury and damage. Luna Park Sydney advises that under Section 5M of the Civil Liability Act 2002, attendance at Luna Park is a recreational activity and there are risks of injury and by attending you accept these risks.
Beyond the Thrills	Beyond the Thrills organisers are not liable for any loss, damage or injury to any person or their property in any way caused during or attributable to their attendance at Luna Park Sydney.
PERSONAL BELONGINGS	
On rides	Bags are not allowed on rides. Any valuables such as wallets or mobile phones , etc, should be left at home or <u>securely attached to the rider</u> , e.g. in a zippered pocket or a bum bag around their waist. If using an accelerometer , make sure it is tied securely to you. Luna Park Sydney and Beyond the Thrills take no responsibility for lost items.
School bags	Students may leave bags near the exit point of a ride or safely with a friend or teacher. Many bags look identical, so students are advised to make sure their bag is distinguishable from other bags and to have their name on it.
Lost Property	Please take all lost property you find to Guest Relations, near the entrance to Luna Park Sydney. Enquiries about lost property should be directed to them or to Luna Park Sydney on (02) 9922 6644. To avoid loss, please advise students to keep loose items of clothing and hats in their bags when they are not being worn.

PAYMENT PROCEDURES	
Deposit and full payment	<p>Schools are required to pay a deposit to Beyond the Thrills <i>prior</i> to being sent their excursion worksheets (if requested) and to confirm their booking.</p> <p>A recipient-generated Tax Invoice is available on the Beyond the Thrills website (www.beyondthethrills.com.au) for schools to complete with all their details. Please send this in with your deposit. A computer-generated Tax Invoice will be then sent to schools with their excursion worksheets.</p> <p>Payments to Beyond the Thrills should be made by direct deposit or cheque.</p> <p>Beyond the Thrills does not extend credit to schools and so <u>FULL PAYMENT should be made at least one week PRIOR to the day of your excursion.</u></p>
CODE OF CONDUCT	
Student behaviour	<p>Students and teachers should be aware that there will usually be both other schools and members of the public at Luna Park Sydney during their excursion. All school students are expected to adhere to the following Code of Conduct and teachers are asked to monitor student behaviour throughout the day.</p> <p>Students and teachers must observe the following Code of Conduct:</p> <ul style="list-style-type: none"> • Accompanying teachers/adults will be responsible for the conduct of their own students. • All students MUST wear school/sports uniform, or wear a badge/top identifying their school. • Students are to remain inside Luna Park Sydney until their group departs. • These fun park excursions are NON SMOKING events. • Students are to behave in a courteous and responsible manner at all times. • Students are to keep their pace to a walk at Luna Park Sydney, particularly when entering or exiting rides. • Students are to refrain from throwing any items or food at anyone. • All rubbish should be placed in the bins provided. • No loose items are to be taken onto rides. • Students are not to interfere with the pleasure of other students, teachers or members of the public in any way. • No student or teachers will be allowed to go on rides at Luna Park Sydney without a ride pass. If you have any extra students on the day, please make sure that they have money to purchase their ride tickets. <p>Any student whose behaviour is deliberately and consistently disruptive or is caught violating Luna Park Sydney rules will have to forfeit their ride pass without a refund and that student's school teachers will have to make appropriate arrangements for the student's supervision and/or transport back to their school.</p>
Other schools	<p>There will usually be other schools and members of the public at Luna Park Sydney during your visit. We expect teachers to ensure that the above-mentioned Code of Conduct is adhered to. If other schools interfere with your students' enjoyment, please notify Luna Park Sydney staff immediately.</p>

This document was developed in consultation with the NSW Department of Education (school excursion policy).

Teachers preparing a **RISK ASSESSMENT** as part of their School Excursion planning should note that neither Beyond the Thrills nor Luna Park Sydney can make a Risk Assessment for them. Teachers should make their OWN Risk Assessment based on the information provided.

Please contact Beyond the Thrills if you have any questions.

Information from Luna Park Sydney that can also be used to prepare a Risk Assessment for a *Beyond the Thrills* school excursion can be found at:

www.beyondthethrills.com.au/riskassessment.html



Luna Park Sydney is committed to safeguard the health and safety of all of its employees, visitors, contractors and venue hires. In order to meet this commitment and comply with relevant WHS legislation a Risk Management Plan (RMP) has been developed to manage the actual and potential hazards associated with normal Park Operations and any other activities relating to the operations of the functions and entertainment venues within the Park precinct.

The RMP has been developed in accordance with the organisation's risk management procedures and comprises the following steps:

1. Hazard Identification
2. Risk Assessment as per LPS risk matrix
3. Identification and implementation of control measures
4. Monitoring and review of the RMP.

Risk Matrix:

CONSEQUENCES	Very Likely	Likely	Unlikely	Very unlikely
Kill or cause permanent disability or ill health	1	1	2	3
Long term illness or serious injury	1	2	3	4
Medical attention and several days off work	2	3	4	5
First Aid needed	3	4	5	6
Numbers show you how important it is do to something		1 Top priority = requires immediate attention 6 Low priority = may not require immediate attention		

Risk Management Plan

1. Hazard	2. Potential Risks	3. Control Measures
Vehicle movement on site Including delivery trucks, forklifts and other Elevated Work platform (EWP) vehicles. Risk Score: 1	<ul style="list-style-type: none"> • Injuries to pedestrians • Death • Property damage 	<ul style="list-style-type: none"> • All vehicles must contact the Security Control office on 90337595 and obtain permission to access the site prior to arrival. • Delivery and maintenance vehicles must exit Park by 0900 am (prior to Park opening hours) • All drivers/contractors to be inducted in and comply with LPS traffic management policies and procedures. • Security guards to escort vehicles while on site. • Vehicles to be driven at 5 km/hr (walking pace) at all times. • Security guards to direct pedestrians away from traffic. • Forklifts and EWP to be operated by authorised personnel only

		<ul style="list-style-type: none"> • Forklifts and EWP operators comply with LPS guidelines for the operation of such vehicles • Vehicles remaining on site to be securely parked. • Brief all LPS staff on the prevailing conditions.
<p>Slip and trips hazards such as uneven floors, trailing cables, equipment, wet surfaces</p> <p>Risk score: 4</p>	<ul style="list-style-type: none"> • Potential for falls and injuries • Damage to personal property 	<ul style="list-style-type: none"> • Park surfaces are even and free of obstacles • Floors, steps and stairs have been treated with anti slip paint/materials • Any spills reported are immediately cleaned by roaming Stewards • Wet Floor warning signs use to warn public of any wet surfaces. • Guests advised that enclosed footwear must be worn at specific Coney Island rides: Wonky Walk, Turkey Trot. • Any obstacle / hazard immediately removed by roaming Stewards or isolated with the use of barricades.
<p>Separated / lost child</p> <p>Risk Score: 3</p>	<ul style="list-style-type: none"> • Anxiety/confusion • Abduction • Physical abuse • Personal injury 	<ul style="list-style-type: none"> • School teachers to provide supervision of children • School teachers to be briefed on Luna Park Sydney's Lost Child Policy and procedures. • Any lost child to be reported to a Security officer or to the Guest Relations Desk • Children to be instructed to approach Security guards or attend Guest relations Desk if lost • Security Guards trained in Lost Child procedures • All Luna park staff aware of reporting procedure for lost children. • Working with Children checks conducted for all LPS employees. • Video surveillance cameras installed within Park precinct.
<p>Fire, bomb threat armed hold up and other emergency situations</p> <p>Risk Score 1</p>	<ul style="list-style-type: none"> • Injury • Death • Fear/anxiety • Psychological injury • Property damage/lost 	<ul style="list-style-type: none"> • Emergency Management Plan (EMP) developed by LPS Emergency Control Organisation • LPS staff trained on fire and all other emergency procedures • Fire detecting and fire fighting equipment, installed, checked and maintained as per State legislative requirements. • Fire equipment checked daily by LPS fire wardens • Hazardous materials stored at appropriate locations away from ignition sources. • LPS staff trained in Evacuation procedures. • Relevant external organisations (Fire Brigade, Police, Ambulance) consulted during the development and implementation of LPS's EMP.

<p>Electrical hazards</p> <p>Risk Score: 1/2</p>	<ul style="list-style-type: none"> Injuries resulting from contact with electrical equipment including shocks, electrocution and electrical burns. 	<ul style="list-style-type: none"> All electrical equipment tested and tagged as per Workcover guidelines. Faulty electrical equipment removed from public area. Work areas isolated from the general public.
<p>External contractor work within the public areas.</p> <p>Risk Score: 2/3</p>	<ul style="list-style-type: none"> Injuries resulting from contact with contractors equipment/tools 	<ul style="list-style-type: none"> Contractors inducted in LPS procedures regarding work in public areas. Whereas possible contractor work to be conducted outside Park operating hours. Contractor Work area isolated with the use of pedestrian barricades and warning signs.
<p>Temporary structures</p> <p>Risk Score: 2/3</p>	<ul style="list-style-type: none"> Injuries resulting from temporary structure collapsing and falling on members of the public. Injuries due to part of structure acting as trip hazard. 	<ul style="list-style-type: none"> All structures secured and anchored in such a way as to provide maximum strength and support. The structure should be stable and able to withstand wind loads- Safe Work Method Statements and Risk Assessment required from structure supplier. No structure parts should be protruding out. Any potential trip hazards eliminated or highlighted. Structures to be demounted during strong wind conditions.
<p>Access to back of house work areas</p> <p>Risk Score: 2/3</p>	<ul style="list-style-type: none"> Injuries to members of the general public due to accessing work area because there wasn't sufficient warning information or the site wasn't correctly supervised. 	<ul style="list-style-type: none"> Work areas isolated from general public. Back of housework area supervised at all times by Security personnel. Warning "No entry" signs located at specific areas to advice park visitors to stay clear of the area.
<p>Amusement rides malfunction/risks</p> <p>Risk Score 2/3</p>	<ul style="list-style-type: none"> Personal Injury due to falling off a ride. Injury due to faulty ride restrain system Motion sickness due to nature of spinning rides 	<ul style="list-style-type: none"> All rides carry a daily maintenance check by qualified maintenance staff. All rides carry a daily pre-operational check by ride operator. All rides carry current Workcover certification after undergoing and passing engineer's inspections. Risk assessment and hazard identification conducted for all LPS rides Rides not operated during extreme weather condition: wind, rain, lightning, extreme temperatures.

	<ul style="list-style-type: none"> • Injury resulting from not following the instructions of ride operators • Injuries resulting from rides malfunction due the extreme weather conditions 	<ul style="list-style-type: none"> • All rides fitted with Workcover approved restrain systems • All rides carry a safety spiel that is broadcasted to riders before and during ride cycle. • All ride staff trained in ride operating procedures and subject to daily performance audits. • All ride staff trained in identifying and reporting hazards and rides operational faults. • All staff trained to offer First aid assistance if required. • First aid services available at the Guest relation Area.
<p>Chemical hazards</p> <p>Risk: 3</p>	<ul style="list-style-type: none"> • Injury/illness due to contact with hazardous chemical substances 	<ul style="list-style-type: none"> • Hazardous chemicals stored away from public areas at approved locations. • LPS staff trained in the safe handling and storage of hazardous chemicals
<p>Access to first aid services</p> <p>Risk Score: 1</p>	<ul style="list-style-type: none"> • Injured visitors must have prompt and adequate first aid assistance 	<ul style="list-style-type: none"> • First aid assistance is readily available to any injured person. • Assistance can be requested via two way radio (Channel 1 or phone 9033 7507 / 9033 7595) • LPS has a fully equipment First Aid facility, which is managed and maintained by a Registered Nurse. • All ACES guards are qualified First Aid Officers. • Venue Managers and other Supervisors are qualified First aid officers. • Any injured person requiring more specialised medical attention will be referred to the local medical centre, NSW Ambulance Service or Royal North Shore Hospital.
<p>Alcohol beverages</p> <p>Risk Score: 4/5</p>	<ul style="list-style-type: none"> • Intoxication due to students accessing alcoholic drinks 	<ul style="list-style-type: none"> • All Bar/Functions staff trained in Responsible service of Alcohol (RSA) • Alcoholic drinks are not readily available to minors • All licensed areas supervised by staff trained in RSA
<p>Environmental conditions</p> <p>Risk Score: 4</p>	<ul style="list-style-type: none"> • Sun stroke due to extreme temperatures • Injuries due to objects blown around by strong winds 	<ul style="list-style-type: none"> • Shaded areas provided within the Park public area. • Air conditioned areas available within Park • Sun block available to visitors at First aid area • Refreshments and water available to visitors at retail outlets • Park may be closed if conditions considered too extreme • Free standing objects secured during strong wind conditions • Rides closed during extreme weather conditions.

4. Monitoring and reviewing of the RMP

- Risks will be reviewed and monitored to ensure all implemented control measures are being effective
- Any newly identified risk will be assessed as part of the organisation's risk assessment procedures and either eliminated or controlled using adequate control measures
- Where a control measure is identified as non-effective, changes to the conduct of an activity will be made in accordance with review recommendations
- Any recommendations and change in activity will be communicated to all relevant personnel by means of briefings and/or training.
- Recommendations in accordance with the organisation's risk assessment will be implemented in future risk analysis of similar activities.