

Benefit Risk Excursion and Hazard Management Audit

You must complete this form in conjunction with Kat's Care Services Excursions Procedure

Provider: Katrina Thompson	Date of Benefit risk assessment visit: 01:01:2024	Date of excursion: Current to 31/12/2024.	
Destination: Myrtleford Italian Festival <u>participant directed</u> within Beechworth – Note this when signing please.		Routine: <input checked="" type="checkbox"/> Non-Routine: <input type="checkbox"/>	
Route to Location: https://goo.gl/maps/AqKHA2ucMvaTSSN27		Proposed time of excursion: 8am till late	
Responsible Parent/Guardian Authorisations: I agree to the participant attending excursion as documented and approved by Service.	Anticipated Number of Participants: 4-7	Approximate Duration: full day	
Participant name:	Parent/Guardian Signature:	Method of Transport: (PROVIDER) VEHICLE CGI31Y OR (DAKODA) CG21YB	
Participant name:	Parent/Guardian Signature:	Anticipated Number of Providers: 1	
Participant name:	Parent/Guardian Signature:	Other Adults Listed: 1. Dane Kremers 2. Tanika & Dakoda Thompson	
Participant name:	Parent/Guardian Signature:		
Participant name:	Parent/Guardian Signature:		
Participant name:	Parent/Guardian Signature:	Service Approval Signed:	
Participant name:	Parent/Guardian Signature:	Service Approval Date: 01:01:2024	
Participant name:	Parent/Guardian Signature:	Benefits of proposed excursions/outing and activities:	
Participant name:	Parent/Guardian Signature:	Routine drop off/pick up	<input type="checkbox"/>
Participant name:	Parent/Guardian Signature:	Educational Outing	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	Nature experience	<input checked="" type="checkbox"/>

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Participant name:	Parent/Guardian Signature:	Developing communication skills	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	Extension of gross motor skills	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	Meeting new people or developing relationships	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	Learning about the community	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	New Opportunities to learn	<input checked="" type="checkbox"/>
Participant name:	Parent/Guardian Signature:	(provide rationale below)	

Benefits of the Activity:

By engaging the participant in conversation whenever possible: including dinners together at a restaurant instead of in front of the television, we can better focus on conversation, whilst modeling:

1. Be aware of the personal space of others and learn not to invade it.
2. Practice making and maintaining eye contact during conversations.
3. Pay attention during conversations; don't let your mind wander or daydream.
4. Learn how (*and when*) to begin and end a conversation politely.
5. Try not to monopolise the discussion, dialogue is two-sided, so, allow the other person to speak their mind (*or minds*).
6. Engage in self-monitoring—that is, adapt your behaviour to reflect the social situation at hand, when you are with friends, feel free to let loose and act more relaxed and playful, at school, be attentive and responsive.
7. Think twice before speaking to avoid inappropriate comments.
8. Patience is a virtue, allow others to finish speaking before you begin to talk, you wouldn't want someone to interrupt your train of thought, would you?
9. Always be courteous—say please and thank you.
10. Listen to participants with the “*third ear*,” i.e., active listening, not only to the words they say, but the feelings they are expressing.

Initiate and practice pro-social skills while out socially, including:

1. How to initiate, maintain, and end a conversation.
2. The, art of negotiation—how to get what you want appropriately.
3. How to be appropriately assertive without being overly aggressive.
4. How to give and receive compliments.
5. How to respond to teasing by peers.
6. Practice how to accept constructive criticism.

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Learning to successfully interact with others is one of the most important aspects of a participant's development, with far-reaching implications. Although most participants acquire social skills by example, and possibly osmosis, research clearly suggests participants with learning disabilities (LD) may have difficulty making and keeping friends. Adolescents with learning difficulties, have also been shown to interact less with their peers and to spend more leisure time alone, addicted to TV, computer games and the Internet. Outings to Myrtleford and surrounds ensure participants are stimulated in new surrounds whilst enhancing the above social skills.

Hazard's Identified	Comment if hazard identified	Precaution/Control Measures	Managed by who and when?
Are there water hazards (including water play)?	<input checked="" type="checkbox"/> List:	In town, monitor same.	PROVIDER
Are there traffic hazards?	<input checked="" type="checkbox"/> List:	Roads, participants to stay close always when crossing road. Young participants – must hold providers hand or pram. Seatbelts and car seats as per Australian Standards and regulations.	PROVIDER
Are there human hazards?	<input checked="" type="checkbox"/> Comment:	Stranger Danger, participants to stay close to participants and/or volunteers/outside service providers.	PROVIDER
Are there chemical hazards?	<input type="checkbox"/> Comment: N/A	None known.	PROVIDER
Are there poisonous or dangerous plants?	<input checked="" type="checkbox"/> Comment: N/A	N/A	PROVIDER
Are there fall, trip or slip hazards?	<input checked="" type="checkbox"/> Comment:	Yes, paths, gutters, steps, same to be monitored, participants warned of risk and taking precautions.	PROVIDER
Weather considerations? UV rating, gumboots, coat, hats, sun protection.	<input checked="" type="checkbox"/> Comment:	Hat, sunscreen excepting June/July, older to apply by self. Take back up clothes, jacket for colder weather.	PROVIDER
Are there toilets/hand washing and water accessible?	<input checked="" type="checkbox"/> Comment:	Public toilets. Older to go in together for safety, younger to go with provider.	PROVIDER
Is play equipment safe?	<input checked="" type="checkbox"/> Comment:	As per council standards.	PROVIDER
Is the environment clean and safe?	<input checked="" type="checkbox"/> Comment:	Human hazards, be aware of same.	PROVIDER
Is the environment smoke free?	<input checked="" type="checkbox"/> Comment:	May walk past same, encouraged to keep walking.	PROVIDER

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Is there mobile phone coverage?	<input checked="" type="checkbox"/> Comment:	Provider to carry mobile – 0409 274 790	PROVIDER
Are there any other hazards not listed?	<input checked="" type="checkbox"/> List:	Day to day unknown, participants to be mindful of same, addressed in notes upon return, back up volunteer taken for this reason.	PROVIDER
Individual participants medication or other car needs? (Consideration of participants with special needs e.g. asthma or anaphylaxis):	<input checked="" type="checkbox"/> List:	Medications to be carried with Provider including personal/medical information – same also available via drop box.	PROVIDER
Emergency contact numbers available:	<input checked="" type="checkbox"/> List:	To be carried with Provider including personal/medical information – same also available via drop box.	PROVIDER
First Aid kit available:	<input checked="" type="checkbox"/> List:	Same kept in vehicle for outings.	PROVIDER

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