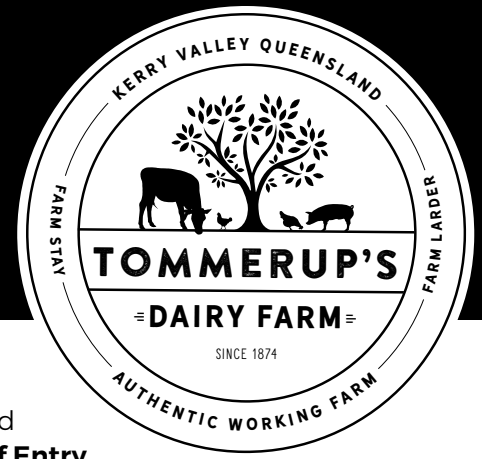


PARENT INFORMATION



Dear Parent,

Your child has been offered the opportunity to participate in a day visit to **Tommerup's Dairy Farm** as part of their current unit of study.

Tommerup's Dairy Farm is located in the Kerry Valley, south of Beaudesert, on our 6th generation family property. Our farm totals 200 acres of land in a picturesque part of the Scenic Rim.

Our family has been farming this land since 1874 and we are proud Australian dairy farmers. We are the oldest continually owned family property in this district. **Your child will meet real farmers on a real working dairy farm** and have the opportunity to experience first-hand, the life of a farming family and the processes involved in producing milk, meat, eggs and produce. They may also be offered a taste of our farm produce or artisan dairy products. Please notify your child's teacher if you don't want your child to participate in this. Any allergies your child suffers must be conveyed to your child's teacher and our staff.

We produce artisan dairy products right here on the farm using our own Jersey milk. Our **Jersey Girl** range includes cultured butter, rich cream, ice cream and more. Made by the farmer, on the farm.

Visiting an authentic working farm is a unique opportunity. The **safety of visitors to our farm, our family, employees and animals is of utmost importance to Tommerup's Dairy Farm** and as such we conduct regular risk assessments and attend to health & safety issues as a priority. Farms can be dangerous. We work hard to ensure that visitors are within areas which are safe and as such, many areas around our farms are out of bounds to visitors and may contain plant/equipment which may cause injuries if proper care is not taken. These areas are clearly marked and will be clarified with all visitors prior to the commencement of activities. We welcome the assistance of parent supervisors and appreciate their support in ensuring that students remain within the safe zones on our farm.

We have provided the **Conditions of Entry and Tommerup's Dairy Farm rules** to your child's teacher and expect that all visitors to our farm will respect and abide by these. This will ensure that Tommerup's Dairy Farm continues to provide a wonderful learning experience in a safe manner. A **Consent to Attend and Conditions of Entry form** will also be sent home for you to **complete and return to school**. We have full public liability insurance and our insurance company requires that this form be completed by all visitors to our farm and will not permit entry without a completed Consent to Attend.

You can assist in preparing your child for the visit by ensuring they have a **bottle of water, hat and sunscreen and enclosed shoes**. Your child will also require **morning tea and lunch** as there are no shops located within the Kerry Valley. We offer the chance for your child to purchase one of our Jersey Girl ice creams at lunchtime should they wish to. **We do not have facilities to top up water bottles so please ensure your child has enough for the day.**

We aim to provide a **fabulous learning experience for your child to remember with fondness**. If you would like further information about **Tommerup's Dairy Farm** take a look at tommerupsdairyfarm.com.au. We also offer accommodation and farm open days to enable families to visit our farm outside of school hours. Please visit our website for further details.

Regards,
Kay Tommerup



TEACHER INFORMATION



Thank you for your interest in visiting our 6th generation working dairy farm situated in the picturesque Kerry Valley. We offer school children the chance to experience life on the farm in a hands-on, engaging manner that fits many areas of the curriculum and is suited to a variety of age levels. Our family runs a mixed farm producing milk, meat, eggs and artisan dairy products in a sustainable and natural system.

As this is an authentic working dairy farm, we keep visits to a limited number to ensure that our animals and our farm property remains our first priority. This also ensures that we can offer a genuine farm experience to our visitors now and into the future. At times, it may take longer than normal for us to respond to email and phone enquiries, we work long hours on the farm and time in the office is limited. The very reason you would like to visit our farm is also the reason we often can't respond immediately to enquiries; this is a working farm. We greatly appreciate your understanding and patience.

We are happy to work with group leaders to ensure that we provide a comprehensive program in line with your current unit of study. The content of the farm visit is altered to ensure it is age appropriate. It is our intention to keep group numbers limited to 60 children or less per visit; we believe this provides the best possible farm experience for your group. We will consider numbers slightly higher than this on a case by case basis.

The cost per child for our school program is \$20 +GST with a minimum cost of \$500 +GST per group. Adult supervisors are admitted free of charge. A deposit equal to the minimum charge (\$500 +GST) is required to secure the booking and is refundable up to 14 days prior to the visit date should a cancellation be required.

Safety is of the utmost importance to us and we take great care and attention to detail to ensure that we provide safe areas in which visitors can engage themselves in farm activities. Every visitor to our farm is required to complete a Consent to Attend form as a requirement of our insurance company.

A Parent Information Letter is available for you to forward details home to parents quickly and easily giving all the essential information regarding their child visiting our working dairy farm. Risk Register and OH&S Guidelines are also available for download. Our farm operates under a COVID Safe Industry Plan. A copy of which will be provided upon booking or on request.

We can guarantee that your group will gain an insight into the life of an Australian farming family in a real farm environment. If you would like further information on this program or wish to discuss availability for your group visit, please contact us via email stay@tommerupsdairyfarm.com.au or phone 0400 076 556.

Regards,

Kay Tommerup

Tommerup's Dairy Farm Pty Ltd



TEACHER VISIT CHECKLIST



COVID-Safe Farm School Visit Checklist for Teachers/Group Leaders

Upon booking

- Submit all relevant documentation from Tommerup's Dairy Farm to Curriculum leader / Principal for excursion approval
- Confirm booking with Tommerup's Dairy Farm within 2 weeks of tentative booking
- Supply email address for school accounts team to Tommerup's Dairy Farm for processing of deposit invoice. A deposit is required to secure the booking

Information to distribute and forms to collect

- Parent information letters to parents (at the school's discretion)
- Teachers have made all visitors aware of the Conditions of Entry
- Notify Tommerup's Dairy Farm of any children/visitors with allergies to ensure we can provide a safe environment for their visit. All visitors will be required to wash hands with antibacterial hand soap and sanitise using alcohol-based sanitisers
- Provide transport provider with Bus Driver Instructions
- All visitors (adults & children) with the group have fully completed Consent to Attend forms**
- Teacher/Group leader has completed the Teacher in Charge declaration and attached it to the Consent to Attend forms to hand to the farmers on arrival at the farm**

What to bring on the day of the visit

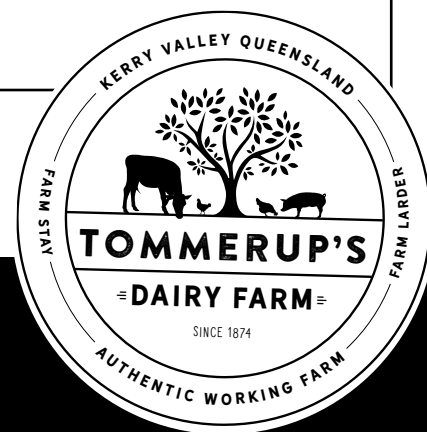
- First Aid Kit (and trained first aid officer if that is a requirement of your school)
- All food and drinks (there are no shops in Kerry)
- Enclosed shoes, hat and sunscreen. Bug spray is always a good idea as well
- List of students (if any) that do not have photographic permissions
- Consent to Attend forms for every visitor
- Teacher in Charge declaration
- A smile! We know the paperwork list is long but we'll do our best to make your visit to our farm a fabulous one!



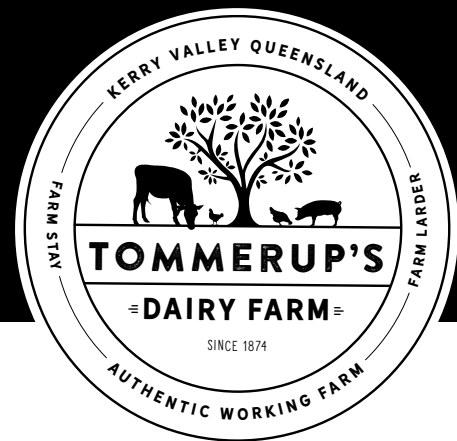
SAMPLE FARM VISIT TIMETABLE



TIME	ACTIVITY	NOTES
10 - 10.30am	<ul style="list-style-type: none"> • Arrive on farm - 2142 Kerry Road, Kerry • Orientation and farm rules discussion • Toilet break • Morning tea 	<p>Please aim to arrive on farm during this timeframe. This will allow your students to have maximum learning time on our farm.</p> <p>Please bring all food and drinks (including water) for your group. There are no nearby shops.</p>
10.30 - 10.40am	<ul style="list-style-type: none"> • Board bus and drive to Tommerup's dairy – 2105 Kerry Road, Kerry. 	<p>Located on the opposite side of the road to the meeting point – approx 1km.</p>
10.40am- 12pm	<ul style="list-style-type: none"> • Dairy & Milking Demonstration • Visit the calf yards • Milk & milk products, cream separating and butter making • Tour of the historical home built in 1888 	<p>Students will view the milking rather than participate. This is always an activity where interesting discussion and questions are generated. Open conversations where student and teacher questions often guide the direction of the content discussed.</p>
12 – 12.25pm	<ul style="list-style-type: none"> • Board bus to return to Farm 1 – 2142 Kerry Road, Kerry • Lunch and Toilet Break 	<p>This is flexible however we find it works to have lunch and then a longer session after to allow food to settle before the bus ride home!</p>
12.30 – 1.30pm	<ul style="list-style-type: none"> • Smashing Pumpkins pig feeding • Meet & Feed the farm animals • Incorporating discussion and observations of - Animal products - Life Cycles of Farm Animals – Roles of a farmer - Paddock to Plate food production on our farm 	<p>Hand feed our farm animals; learn what role they play on both our farm and other farming enterprises. Hands-on activity. Time for open discussions and questions from students and supervisors.</p>
1.30pm	<p>Hand washing and toilet break. Departure</p>	



SCHOOL PROGRAM TEACHER IN CHARGE DECLARATION



Please complete the attached declaration and return with completed Consent to Attend forms for all visitors on the day of your visit to Tommerup's Dairy Farm.

Safety on our farms is of the utmost importance.

Supervision of children on our farm is the responsibility of the attending supervising adults within your group. Please ensure your students are following the instructions given by our guides / staff at all times.

Name of School Group	
Date of Visit	
Number of Participants	
Number of teachers / helpers	
Name of Teacher in Charge	
Emergency Contact Person	
Emergency contact phone number	

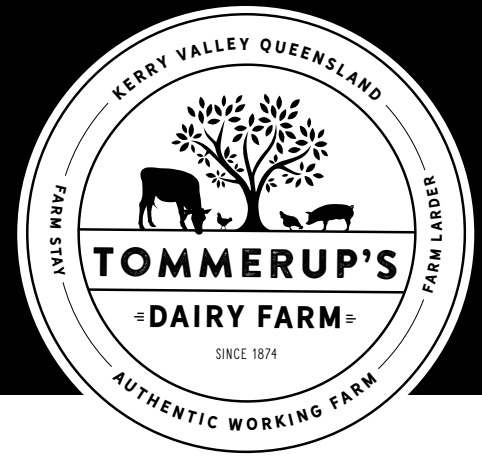
I, the person named herein confirm that;

- I am the Teacher in Charge;
- I have collected and verified that all persons attending (including other teachers and helpers) have fully completed Tommerup's Dairy Farm Pty Ltd **Consent to Attend** forms.
- A copy of each aforementioned form is attached.
- No person entering Tommerup's Dairy Farm with our group has been permitted to do so without a signed Consent to Attend and Conditions of Entry forms.
- All children without photographic/advertising permissions have been identified to the attending teachers and supervisors; and
- I have informed Tommerup's Dairy Farm staff of any and all restrictions on photographing any such nominated students.

Signature	
Print name	
Date	



BUS DRIVER INSTRUCTIONS



From Beaudesert to Dairy Farm School:

This part of your journey will take 20 minutes to half an hour in a bus.

From Beaudesert take the Kerry Road. You know you are on the correct road if you pass the Beaudesert Golf Club on your left as you leave town.

Tommerup's Dairy Farm is approximately 21 kms from the start of Kerry Road. A warning sign that you are getting close is going past Duck Creek Road on the left and over Duck Creek bridge.

From there we are approximately 800m on the right - **2142 Kerry Road**

There is a paddock of large gum trees and the entrance to our farm is prior to the bend in the road.

The entrance to our farm has been widened to allow for large coaches but you will need to come in carefully to get through the gateway.

Please take careful note as you approach the farm as entry from the Southern end of the Valley is much more difficult than the Northern end should you miss the entry.

From Brisbane:

Follow the M1 from Brisbane, take the Beenleigh exit and follow the signs to Beaudesert along Beenleigh-Beaudesert Road.

At the traffic lights in Beaudesert take a sharp left turn, the war memorial should be on your left and a little further on, the town swimming pool is on the right.

OR

Follow the Mt Lindesay Hwy all the way to Beaudesert and at the traffic lights in Beaudesert go straight ahead onto Kerry Road, with the war memorial on your left.

From Gold Coast:

Take the M1 to the Beenleigh exit and follow the signs to Beaudesert along Beenleigh-Beaudesert Road.

At the traffic lights in Beaudesert take a sharp left turn, the war memorial should be on your left and a little further on, the town swimming pool is on the right.

OR

Take the Nerang exit and follow the signs to Beaudesert, through Canungra. At the T intersection, take a left turn to Beaudesert.

At the traffic lights in Beaudesert take a sharp left turn, the war memorial should be on your left and a little further on, the town swimming pool is on the right.

Note to drivers

There are no shops in Kerry so you will need to bring all food and drinks with you for the day. We don't have potable water on the farm to refill water bottles etc.

The bus will be required to transport students to the dairy after morning tea and return after the dairy session. It's a short drive to the other side of our farm – back onto the Kerry Road – but much more time efficient than walking the students to and from the dairy.

A bus turnaround area is provided at both locations.

If you have any questions, please don't hesitate to contact us prior to your visit.

Regards,

Kay Tommerup

Tommerup's Dairy Farm Pty Ltd

CONDITIONS OF ENTRY



We take our responsibility for providing a safe learning environment very seriously and take all necessary precautions in this regard. Our business operates under a COVID Safe Industry Plan.

We do, however, require the co-operation of teachers and supervisors to ensure that children stay in the 'safe areas' provided and understand the rules of visiting our working farm. Our aim is to provide a fun and educational hands-on farm experience. By following the conditions of entry and farm rules, our visitors can enjoy the experience safely.

• Every Participant (or their Guardian) must complete and sign our Consent to Attend form prior to entry to the Farm. This applies to all students and adults attending with the school group.

• COVID

» **We are required to adhere to the current COVID standards and regulations at the time of your visit.**

- We ask that all visitors to our farm are mindful that our property is a working dairy farm and as such safety procedures must be observed at all times.
- Farm staff rely upon the active assistance of the accompanying teachers and parents to ensure that participants follow to the instructions and directions of TDF staff.
- Enclosed footwear must be worn by all visitors. We recommend rubber boots or the like for wet weather.
- Tommerup's Dairy Farm do not provide a trained first aid officer for your group visit. Should this be a requirement for your school, it is the responsibility of the school to provide this. Your group is also required to bring an adequate first aid kit for use by this officer or the attending teachers should the need arise.
- We do not sell raw milk or raw milk products nor are raw milk samples given at any stage. Thank you for your understanding.
- We reserve the right to ask visitors to leave should there be a situation where we believe the safety of visitors, our family, employees or our animals is compromised.
- Furthermore, activities will cease should the guide feel that the behaviour of any child/children is risking the safety of others in the group.
- Activities will only take place at the absolute discretion of the farm guide.

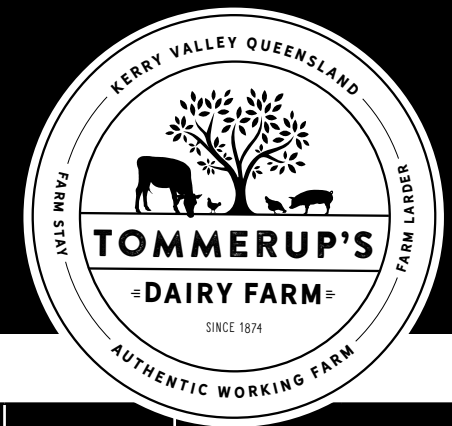
FARM RULES

- Farm staff rely upon the active assistance of the accompanying teachers and parents to ensure that participants follow to the instructions and directions of TDF staff.
- Supervision of children at all times remains the responsibility of teachers, group leaders and parent helpers. A ratio of 1:5 for parent helpers is recommended with primary school children to ensure that adequate supervision is provided on farm at all times.
- Farms are an inherently dangerous work place.

For your own safety, it is essential that ALL Participants, especially children;

- remain with their group and do not wander off to view other areas of the farm.
- listen closely to the instructions given by your farm guide. These are for your safety.
- Wait for a farm guide to approach animals with you or instruct you to do so.
- Do not touch fences unless a farm guide tells them that it is safe to do so. Fences on farms are often electrified or barbed wire.
- Keep out of 'farmers only' areas. These are clearly marked for your safety.
- Do not climb in or on farm machinery and trees/logs.
- If you see something you would like to know more about, please ask the farm guide; do not wander off to take a closer look yourself.
- Wear enclosed shoes at all times.
- Wear a hat. Most activities are outside.
- Wash your hands after patting animals and prior to eating. Hand washing facilities are available at all times.
- Unless you have been told you are allowed to touch something, please don't touch it. If you are interested in something that you have seen and would like to look at it, please ask a farm guide.
- If a student needs to go to the toilet during an activity they must let their farm guide know and be accompanied by an adult to the amenities block.
- All rubbish must be placed in the bins provided. Animals are inquisitive and can easily choke on rubbish left on the ground. Food scraps can be placed in the buckets provided to be composted at the farm.
- Please be quiet and sensible when feeding and patting the animals. Loud noises and sudden movements can often frighten animals.
- We are happy to answer your questions throughout the day. Please feel free to ask us questions throughout your visit to the farm.

SCHOOL GROUP RISK ASSESSMENT



WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
COVID-19 from customers who are infected	Family members, staff or other customers catching COVID-19 (could result in serious illness or death)	<p>Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority.</p> <p>Frequently touched surfaces including door handles/knobs, EFTPOS facilities, tables, remote controls are regularly cleaned and sanitised.</p> <p>Customers are requested to leave any used DVDs, games, books in the specified box in each of the houses so these can be thoroughly cleaned and sanitised.</p> <p>Signage is placed around common areas to remind visitors to keep 1.5 metres distance.</p> <p>Online purchasing – click and collect is encouraged.</p> <p>Alcohol based hand sanitiser is provided at the larder shop, the dairy, animal feeding stations, hand washing areas and in each house.</p> <p>Posters on hand washing are prominent at hand wash areas.</p>				
COVID-19 from customers who are infected DAIRY	Family members, staff or other customers catching COVID-19 (could result in serious illness or death)	<p>Frequently touched areas at the dairy are cleaned between visitors.</p> <p>Adults must observe any required social distancing rules at the time of their visit.</p> <p>One group at a time to visit the dairy to view the milking.</p> <p>All visitors to the dairy viewing area must sanitise hands prior to entry and upon exiting the viewing area.</p>				

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
COVID-19 from customers who are infected ANIMAL FEEDING	Family members, staff or other customers catching COVID-19 (could result in serious illness or death)	Paper bags are used for animal feeding activities and disposed of on completion of the activity. Visitors must sanitise hands prior to any animal feeding activities.				
COVID-19 from customers who are infected MARKET DAYS	Family members, staff or other customers catching COVID-19 (could result in serious illness or death)	Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority. Frequently touched surfaces including door handles/knobs, EFTPOS facilities, picnic tables, are regularly cleaned and sanitised. Signage is placed around common areas to remind visitors to keep 1.5 metres distance. Entry is via booking only and all activities are pre-booked. Alcohol based hand sanitiser is provided at the entry to the farm, larder shop, animal feeding stations, entry to animal feeding area, hand washing areas Posters on hand washing are prominent at hand wash areas.				
COVID-19 from staff who are infected	Other staff or visitors catching COVID-19 (could result in serious illness or death)	Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority. Frequently touched surfaces including door handles/knobs, EFTPOS facilities, picnic tables, are regularly cleaned and sanitised. Staff have been briefed on symptoms of COVID-19 and have been told to stay home if they aren't feeling well If a staff member becomes unwell at work, a process is in place to isolate them and arrange for them to be sent home to receive medical attention. Soap and water for hand washing and paper towel for hand drying is available in bathrooms, behind the counter. Alcohol based hand sanitiser is also available in all staff areas including bathrooms, behind the counter. Farm guides must wash hands and sanitise prior to mixing feed and filling bags for feeding activities				

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
	SCHOOL EXCURSIONS	<p>Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority.</p> <p>Frequently touched surfaces including door handles/knobs, EFTPOS facilities, picnic tables, are regularly cleaned and sanitised.</p> <p>Social distancing between adult supervisors, staff members and attending parents is required at 1.5metres.</p> <p>COVID-19 Operating Guidelines for Qld State Schools suggests students are not required to social distance in the school environment. Tommerup's Dairy Farm will comply with PART 1 — DIRECTION – RESTRICTIONS ON BUSINESSES, ACTIVITIES AND UNDERTAKINGS on the basis that occupant density is:</p> <p>no more than one person per 2 square metres (up to a total of 50 people) for venues or spaces of 200 square metres or less; public health controls. Note – people should observe physical distancing to the extent possible. An extension to the dairy footprint will allow for extra spacing between students.</p> <p>One school is permitted on-site at any given time.</p> <p>Farm guides must wash hands and sanitise prior to mixing feed and filling bags for feeding activities</p> <p>Hand washing and sanitising is required regularly during school visits.</p> <p>Records of all students and adults visiting the farm will be kept for at least 60 days.</p> <p>Soap and water for hand washing and paper towel for hand drying is available in bathrooms.</p> <p>Alcohol based hand sanitiser is also available at the bathroom and various areas around the farm.</p> <p>School staff are responsible for ensuring that the guidelines set out in Tommerup's Dairy Farm Risk Register meet the requirements of their school's COVID policy prior to attending a farm excursion.</p>				

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Persistent use of hand sanitiser	Dermatitis	Staff are encouraged to wash hands with soap and water for 20 secs where possible as an alternative to hand sanitiser in non-medical situations	Ask staff if they have a history of dermatitis or allergy to alcohol			
Persistent use of latex gloves	New or aggravated latex sensitivity	Staff are provided with non-latex gloves or remove gloves when not necessary	Ensure latex free gloves are purchased			
Car park – moving vehicles	Visitors – physical injuries - falls from getting in and out of cars, mini bus or coach. Visitors struck by vehicles.	Staff to maintain proper control on the bus/coach. Children stay on bus until instructed to get off. Supervision of car park. One way systems. Maintain surface of parking area.				
Public access/ roads vehicle movements	Visitors entering farm on foot - passing from one part of farm to another struck by vehicles.	On large open days parking in paddock only with pedestrian traffic only past that point.				
Lost or disorientated visitors	All visitors - wander into unsafe areas.	Signage. Students and supervisors to remain in designated areas. Farm guides available to assist with directions Clearly marked FARMERS ONLY areas				
Farm vehicles and machinery (not part of a demonstration)	All visitors – physical injury struck by moving vehicles or machinery.	Do not carry out vehicle and machinery movements during farm visit.				
Machinery Workshop activities	All visitors - physical injury from slips, trips and falls.	Prevent access to workshop. Do not carry out maintenance or work in workshop during farm visit.				
Uneven ground, steep paths	Visitors on nature trails, farm walks – slips, trips and falls.	Choose a safe route or path – walk and check route for hazards. Cordon off problem areas – ‘farmer only’. Warn visitors before setting off. Signage.				

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Fences and gates; electric fences	Visitors physical injuries – cuts, grazes, etc. Contamination of visitors from touching farm animals or contaminated surfaces followed by ingestion of micro-organisms; electric shock from touching live fences.	Maintenance of fences and gates. Provide hand-washing facilities. Information and signage. Viewing points with mesh fencing rather than electric or barb. Mark out of bounds areas and review with visitors, students and supervisors on arrival at the farm.				
Grain silos, bins and stores	All visitors – inhaling harmful grain dust; physical injury from falls; entrapment/suffocation.	No access to grain silos is allowed. Fenced off area. Ladders on grain silos either locked at a safe height or removed.				
Dairy	Visitors at milking demonstration – slips on wet surfaces. Contamination with manure, dirt inhalation.	No running policy within the dairy complex. Designated viewing area and visitors kept behind safety viewing line. Visitors supervised with young children supervised at a ratio of 1:5. Visitors reminded not to put hands in mouths before washing hands. Handwashing facilities provided. Signage to remind visitors about safety requirements. Cows are leg roped and have backing chain to ensure they are secured prior to visitors entering the area. Cows are vaccinated for leptospirosis annually. Clean dairy prior to visit. Visitors are aware QFever is a risk from contact with bush animals, cows, sheep and goats. https://www.qfever.org/aboutqfever Hose down holding yard and designated viewing area just prior to visit to ensure dust is kept to a minimum. Designated viewing area/ access routes. No sampling/tasting of raw milk.	Hand sanitiser provided as well as anti-bacterial handwash, running water and paper towels provided on farm at all times.			
Static machinery (tractors, harvesters, cultivation equipment, ATVs)	Visitors climbing on and playing with machinery displays – physical injury from contact with dangerous parts e.g. spikes or falls from height.	All static machinery is stored in 'farmer only' areas. Sitting on the tractor is permitted with supervision by an adult. Tractor remains static with battery removed. Signs to indicate children must be supervised by an adult at all times				

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Working machinery (e.g. bale-wrapping, spraying, feeding or bedding animals with machines etc)	Visitors viewing machinery demonstrations – physical injury from contact with dangerous parts.	No working farm machinery used for farm visits.				
Zoonoses,	Visitors feeding, petting or stroking calves, sheep, lambs, pigs, piglets, goats, kids, or contact with their dung, contaminated surfaces fences, and pens.	Hand-washing facilities include the following: Basins, Liquid soap, Paper towels, Running water. Hand sanitising stations provided. Signage and supervision by trained staff/helpers must be provided. Explain to visitors they cannot put their hands in their mouths, smoke, eat or drink before washing their hands because of the risk of infection. Animals in contact area clean as possible and healthy. Designated eating areas are provided.				
Poultry	Visitors petting hens, chicks; feeding the chickens pecked, scratched.	No visitor access to pens of large animals. Feeding and petting through fences only. Explain to visitors that sudden sounds or movement may frighten animals. Use signage and supervision by trained staff/helpers. Children must be supervised by an adult. Move less docile animals away from visitor area. No access to collecting yards. Clear areas of accumulated dung. Define pathways and keep clean. Clean gates, partitions. Apply fresh bedding before visit if required. Animals wormed prior to visit if required.				
Sheep, pigs, cows, goats	Visitors entering animal pens; feeding the animals; herding animals; performing simple farmyard tasks, contamination with dung, trampled; crushed; bitten; kicked; butted.					
Manure	Visitors viewing animals or entering livestock sheds walking through manure; touching manure on gates/walls/ partitions contamination on shoes, laces, pushchair wheels; slips, trips and falls.					

SCHOOL GROUP RISK ASSESSMENT

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED AND HOW?	WHAT ARE YOU ALREADY DOING?	WHAT FURTHER ACTION IS NECESSARY? SUGGESTIONS BELOW	ACTION BY WHOM?	ACTION BY WHEN?	DONE
Farm pets – dogs	All visitors, especially children – bitten; scratched;	Supervision of pets required as with all animals				
Fuel storage tank	All visitors – personal contamination, fumes, burns	Keep fuel tank locked. Prevent access. Supervision.				
Animal feeds	All visitors – ingestion of feeds or contamination with micro organisms	Prevent access to feed stores. Supervision of feeding animals. Use only fresh animal feed for visitor animal feeding. Signage – adult supervision required	Teachers to ensure that any child with allergies to dust, grasses or breathing issues does not participate.			
Flora and fauna	Visitors on farm walk or nature trail – ingestion of poisonous fruits or berries etc.	Check routes beforehand. Supervision. Warn visitors before setting off. Avoid known hazards on route.				
Chemical and veterinary products	All visitors – ingestion of harmful chemicals, breathing vapour or skin; contamination	Chemical and veterinary products locked away in a suitable store. Access to store prohibited.				
Food, refreshments	Visitors who eat food supplied at venue – food poisoning, illness	Provider must have food safety certification.				
Sun Exposure, Heat Stroke	All visitors – exposure to sun during the course of visit, animal feeding areas are not shaded.	Hats, regular application of sunscreen and plenty of water to drink recommended. Take regular breaks to shaded areas. All rest areas located in the shade. Erect shade structures over animal feeding areas on days of extreme heat. Recommend visits during Autumn to Spring for school groups.	Ensure students have plenty of cold water to drink – eskies are good idea. Recommend every child wear a broad brimmed hat and apply sunscreen regularly. Teachers to ensure drinking water is brought with students. No drinking water provided on farm.			