

Risk Analysis and Management – McCahon House Education Programme

The McCahon House Trust aims to provide a safe and healthy environment for both students and staff. However the House has been faithfully preserved in its original state as McCahon’s home and public access needs to be managed. Please contact us if you have any concerns

Nature of Activity: **Educational Visit to McCahon House French Bay by Year 7 – Year 13 school groups (ages 11-17)**

	People	Structures	Environment
Hazard identified	<ul style="list-style-type: none"> • Crowding in restricted access areas and premises and in proximity with road • Accident and injury • Special needs students 	<ul style="list-style-type: none"> • Access to audio/visual display in street level garage • Low Front door jamb to garage • Step in living room • Broken linoleum edge between kitchen/living areas. • Privacy on toilet • Electrical appliances • Low level widow in boys’ bedroom 	<ul style="list-style-type: none"> • Drop off/pick up by bus - drop off at street level adjacent to house is unsuitable for a large bus. Stopping here would place a bus in traffic near a corner. • Walking up from French Bay or from parking bay outside downhill neighbour, traffic and large open culvert drain. • Proximity to road when alighting from bus • Slipping/falling on path especially during Autumn • Weather • Fire • Steep embankment below house –Tripping/fall hazard from rough concrete outside.

<p>Risk Strategies: 1.Normal Operations</p>	<ul style="list-style-type: none"> • We recommend a maximum group of 15 students with the adult to child ratio appropriate to the age group • The House is not accessible by wheelchair bound students • A comprehensive first aid kit is held on site. 	<ul style="list-style-type: none"> • <i>Mind Your Head</i> sign above door and tutor will advise class of hazard. • Tutor will caution students and adults about step. • Safety certification of all electrical appliances. 	<ul style="list-style-type: none"> • Large buses will deposit passengers in bay just down from the House and leave, to return later for pick up. • Only 3 cars may park directly outside the House. Remaining cars may drop off and park further down or in French Bay parking area. • <i>Watch for children</i> traffic warning sign on the uphill portion of street and traffic cones will be in place. All students will be advised of slip hazard when walking on footpaths, and walking down path to House. Please ensure that no student crosses the road at any stage. • The path to the House will be swept regularly. • Schools are advised to come equipped with wet weather gear and sensible shoes.
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2. Emergency Situations: We have an emergency response plan. In the event of an emergency please follow the directions of staff.			

McCahon House Education Programme c/- Lopdell House cnr Titirangi and South Titirangi Rds
P.O. Box 60109 Auckland 1230
Phone: (09) 817 8087 Fax: (09) 817 3340 email education@lopdell.org.nz