

Venue and Safety Information for School Work Experience

TARONGA ZOO



Venue name	Taronga Zoo		
Location	Bradleys Head Rd, Mosman, NSW Australia 2088		
Phone number	(02) 9978 4378	Email	vocedt@zoo.nsw.gov.au
Web address	www.taronga.org.au		
Insurance	Does the venue have public liability cover? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Hazard <i>(Task or what could cause harm)</i>	Associated risk	Existing risk controls	
School Education Work Experience			
Traffic Hazards and Vehicles – both external and in-grounds vehicle movements	Collision	Students complete a group safety induction with a Taronga Zoo Education Officer on their introductory morning including potential traffic hazards before accessing behind the scenes areas. Taronga traffic management rules are in place including a ten-kilometre speed limit on site. Taronga vehicles must use hazard lights when driving around guest spaces on site. Speed limit enforced and safety buzzer and/or lights in use for buggies.	
No Public Access Areas (Behind the Scenes)	Slips, Trips, Falls First Aid Required Medical Emergency	Students accessing behind the scenes areas to be always accompanied by Taronga Zoo staff and briefed by staff on safety hazards related to potential trips or slips specific to location. In the event of a medical emergency or first aid requirement Taronga Zoo staff will follow the First Aid and Taronga's Emergency Response Plan procedures.	

Child Protection	Duty of Care Management	<p>Current WWCC is verified for all Taronga Zoo Staff and Volunteers working in student facing roles. Work experience students are provided with a name badge at orientation on their first morning, students are instructed to always wear their name badge and utilise Taronga Zoo staff in case of emergencies. Students are briefed at the beginning of the week by Zoo Education Officer about appropriate behaviour when working on site and following instructions in zoo grounds or behind the scenes areas.</p>
First Aid and Emergency Response	<p>Slips, Trips, Falls First Aid Required Medical Emergency</p>	<p>The school will provide the Taronga Zoo Work Experience Coordinator information on all students' medical needs, including student Emergency Response Plans (including Anaphylaxis and Asthma) and medication, prior to student attending work experience.</p> <p>The Work Experience Coordinator will pass on important student information to the supervising keepers prior to the placement. These documents are considered confidential and sensitive information is archived appropriately following the placement.</p> <p>Students must bring EpiPens & asthma inhaler or equivalent for known allergies and always carry on them with a current ASCIA management plan.</p> <p>In the event of an injury or medical emergency Taronga Staff will implement Taronga's Emergency Response Plan, which includes Occupational First Aid Responders or Emergency Code Calls, including communication with external emergency services.</p> <p>Taronga Zoo staff to inform Work Experience Coordinator of any First Aid and Emergency Response needed for work experience students.</p> <p>The Work Experience Coordinator will contact the school and parents to inform of any incidents occurring during work experience.</p>
Environmental impacts	Extreme weather conditions (incl. heat stress, sunburn, storms, high winds)	<p>In the event of severe weather, Taronga's Emergency Response Plan will be enacted. School's duty of care responsibility must dictate whether the student attends work experience on an extreme weather day – option for school to cancel/postpone students' attendance.</p> <p>Schools and students advised by email prior to placement that appropriate PPE is recommended for work experience placement – including suitable clothing, raincoats, rest breaks, water, sunscreen, and hats.</p> <p>Water available from staff facilities and drinking fountains around the site.</p> <p>Students should be aware of areas of shelter in zoo grounds, Taronga Zoo maps can be used to locate areas of shade and Taronga Staff will assist if needed.</p>
Marine Mammal division - water safety	Falling into water, drowning.	<p>Students must acknowledge on their work experience application that they are a confident swimmer prior to being placed on the Marine division, in case of accident.</p> <p>Students will not be left unsupervised around large water bodies.</p> <p>No work experience students are permitted to enter a body of water.</p>
Food preparation and washing dishes	<p>Food allergy Cut from sharp object Burns from hot water</p>	<p>Students must provide details of known allergies to attached Division's Supervisor prior to commencing work experience.</p> <p>EpiPens & inhaler must be always carried by students as per above.</p> <p>Safety instructions will be given to students prior to any food preparation by their supervising Taronga Zookeeper.</p> <p>Cut-proof gloves are mandatory for all students when preparing food and provided within each division. Students will not have access to sharp knives when preparing food.</p>

Contact with Flora and Fauna	Animal bite or scratch Disease or allergy	Safety around wildlife is covered in the group program induction, and a division-specific induction is conducted by each division during the first day of placement. Animals are under the control and supervision of trained Taronga staff members or volunteers. Animals are regularly checked for potential disease. Animals are conditioned to minimise the potential of biting or scratching. Students briefed prior to entering animal enclosure space about appropriate WHS and biosecurity, and do not have contact with hazardous or dangerous animals.
Access to potentially dangerous equipment such as vehicles	Physical injury	No students are to drive any Taronga Zoo vehicle.
Manual handling	Strain injury	Students are not to lift or move heavy objects. Taronga recommends the lifting capacity for volunteers and students is 15kg. Any load above 20kg must be risk assessed for the individual task by Taronga Zoo staff.
Communicable Disease	Spread of communicable disease by staff, volunteers, students and guests	Taronga staff must declare all suspected and confirmed cases of communicable disease. Students must declare any suspected or confirmed cases of communicable disease to the work experience coordinator and will not attend the site. Hygiene procedures are encouraged using gloves, handwashing, and masks in some spaces where social distancing cannot be practised e.g., Taronga Wildlife Hospital.
Equipment List any equipment, including personal protective equipment, to be provided for use during the activities/programs.		
First aid supplies available at designated points around the site. These are accessed by designated Taronga First Aid staff.		Mesh gloves will be provided for food preparation
First aid team on call always during operating hours		
Water is available from drinking fountains throughout the zoo		Is all equipment at the venue maintained in accordance with the WHS Regulation, appropriate standards, and codes of practice? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Other requirements <i>Where relevant, list other requirements such as clothing, footwear and sun screen that participants are required to bring. Indicate if any items are provided by the venue</i>	Mandatory- Appropriate sun safe clothing, enclosed shoes, hat, water, and sunscreen.	
	Taronga Zoo supervising keepers must be in possession of information on all students' medical needs, including Emergency Response Plans (including Anaphylaxis and Asthma) and medication, this information must be provided to Taronga Zoo prior to placement by the school.	
Supervision/services <i>List services provided by venue including briefings, guided tours, supervision of activities etc</i>	During placement work experience students will be supervised by Taronga Zoo staff.	
	Safety briefing is provided during orientation prior to students entering zoo grounds. Further safety briefing by Taronga Zookeepers on each division.	
	In-grounds security, guest services and qualified first aid staff.	

Access	Area 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"/>
Emergencies	Are emergency procedures in place in the venue?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Are employees and others undertaking work (including volunteers) trained to deal with emergency procedures?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Construction/ Maintenance/ Repair	Are licensed personnel used for all construction, maintenance, and repair work?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
First Aid	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 the venue?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Is a first aid room available?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Child-related employment	Are employees and others undertaking work (including volunteers) of your organisation engaged in child-related employment as defined by the Commission for Children and Young People Act 1998?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	If your organisation is registered with an Approved Screening Agency in NSW, have all employees and others undertaking work (including volunteers) undergone employment screening?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Have all employees and others undertaking work (including volunteers) completed an Applicant Declaration and Consent form?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Please note that the information provided above was current as at the date in the footer. It has been provided by the venue to assist employees in their risk management planning for excursions. If further information is required, please directly contact the venue.