

# RISK MANAGEMENT ASSESSMENT FORM

## Community-Based Learning

School Name: \_\_\_\_\_

Submission Date: \_\_\_\_\_

(must submit at least 2 weeks prior to project date)

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Project Date(s): \_\_\_\_\_

Project Time(s): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone(s): \_\_\_\_\_

Description of Project: \_\_\_\_\_

### ADDITIONAL INFORMATION:

- Is activity to educate public?  Yes  No
- # of students participating \_\_\_\_\_
- Is adult supervision needed?  Yes  No
- Exposure to public not monitored by adult supervision  Yes  No
- Fun run  Yes  No
- Fundraising  Yes  No
- Possible controversial issue(s)  Yes  No

Miscellaneous Information that may be needed:

- Background checks
- Security
- Noise permits
- Building and/or Facility Use Permits
- Review of Bureau of Labor Industry Laws & Regulations for Students
- Other \_\_\_\_\_

Will students be sent to:

- Another school \_\_\_\_\_
- Farmers Market
- Retirement home \_\_\_\_\_
- Restaurant \_\_\_\_\_
- Specific business \_\_\_\_\_
- Industrial site \_\_\_\_\_
- Other \_\_\_\_\_

Will students be involved with:

- Plants \_\_\_\_\_
- Animals \_\_\_\_\_
- Weather exposure \_\_\_\_\_
- Power tools \_\_\_\_\_
- Other \_\_\_\_\_

What injuries/safety issues might be encountered with this project/activity? \_\_\_\_\_

Explain how students will be transported to project site:

\_\_\_\_\_  
\_\_\_\_\_

### TEACHER APPROVAL

Approved  Declined (list reasons)  Forward to Principal

\_\_\_\_\_  
\_\_\_\_\_

Signature/Date \_\_\_\_\_

### PRINCIPAL APPROVAL

Approved  Declined (list reasons)  Forward to RMIC

\_\_\_\_\_  
\_\_\_\_\_

Signature/Date \_\_\_\_\_

### **THESE PROJECTS MUST HAVE RISK MANAGEMENT ISSUE COMMITTEE APPROVAL**

- Use of hazardous material or chemicals
- Poisonous plants \_\_\_\_\_
- Elevated risk of injury \_\_\_\_\_
- Students involved with potentially risky population(s) \_\_\_\_\_
- Power equipment/tools - is additional training needed? List tools \_\_\_\_\_
- Boat/watercraft activities; i.e., oceanography, whale watching, etc.
- Rodeo

### RISK MANAGEMENT ISSUE COMMITTEE APPROVAL

Approved  Declined (list reasons)

\_\_\_\_\_  
\_\_\_\_\_

Signature/Date \_\_\_\_\_

### **EXAMPLES OF ACTIVITIES NOT ALLOWED**

- White Water Rafting
- Air Transport Rides (non-commercial planes prohibited)
- Hot Air Balloons
- Sky Diving
- Scuba Diving
- Bungee Jumping
- Extreme Sports