

# RISK ANALYSIS AND MANAGEMENT

VENUE:      **ARAITEURU MARAE**

	<b>Possible hazards</b>	<b>Risk Reduction Strategies</b>
<b>Parking and awaiting call onto marae</b>	Off street parking	Good parking available down marae driveway (off Shetland Street).  Cars and buses should park and manuhiri wait to be called on. Service vehicles can part at the back of the marae to drop off goods. Students should be supervised in the parking area.
<b>Environment - outside</b>	Stream  Carpark  Kaumatua Flats	A stream runs along the marae boundary. This is defined by harakeke planting. Boundaries need to be set at the beginning of activities.  Students should not play on carpark or venture to the back of the marae complex. The kaumatua flats above the marae are also out of bounds to students.
<b>Environment - inside</b>	Wharenui, Wharekai, Kitchen  Ablution Block	No shoes are to be worn in the Wharenui and should be placed away from doorway. No food in the wharenui. Students should not be in the kitchen unless supervised by adults. Shoes to be worn in the kitchen.  The ablution block is large and well maintained. Teachers could check this regularly to ensure students look after the facilities.
<b>Activities off marae</b>	Park, harakeke	Adequate ratio of supervisors needed for all activities off marae site.
<b>Medical Issues</b>	Allergies to food or insect bites  Sunburn / exposure  Viral or other infections	Please inform facilitator of any food allergies when booking as food is provided after each powhiri.  Schools should ensure that students wear appropriate clothing including sun hats. Individual medication should be brought.  Manuhiri are requested not to visit the marae if they are unwell - this is especially important if staying overnight.
<b>Behavioural issues</b>	Unsafe behaviour	To date this has not been an issue. Facilitators and kaiawhina are aware of strategies appropriate for marae.  “Te tapu o te tangata” all people are special however if behaviours put others at risk then this should be dealt with in a culturally appropriate way which maintains the mana of the student, the marae and the school.

***A first aid kit is available on the marae. In the event of an emergency the assembly area is in the carpark.***