

# Visitors, children and traffic

## Dairy Safety Induction for Visitors

**Business name:** \_\_\_\_\_

Visitors are welcome to our farm, but it is a workplace and we ask you to co-operate with our health and safety rules.

Please phone:

\_\_\_\_\_

When you arrive or report to:

\_\_\_\_\_

who will show you the farm layout and no-go zones and discuss any clothing or protective equipment needed.

### In an emergency

#### Phones are located:

(with emergency numbers beside them.)

\_\_\_\_\_

#### Fire extinguishers are located:

\_\_\_\_\_

#### First aid kits are located:

\_\_\_\_\_

#### The first aid trained people are:

\_\_\_\_\_

#### Emergency assembly points are located:

\_\_\_\_\_

### Injury and incident reporting

All incidents, accidents and near misses must be reported to the owner/manager.

Incident report forms make up part of the safety management system.

If you don't report an incident, accident or near miss, the business won't get the opportunity to look at the situation that caused it. This means that it could happen again with far greater significance!

All injuries or illness must be entered in the injury record book. It is located in:

\_\_\_\_\_

### Children

Children should only be present with the approval of the owner/manager and must not be left unsupervised.

Children are not to play in work areas including:

- › the dairy at any time;
- › workshops;
- › machinery and machinery sheds;
- › haysheds and feed bunkers
- › near dams or effluent ponds; or
- › silos/feed sheds.

Children are not permitted as passengers in or on:

- › tractors;
- › Quad bikes
- › in the back of utes or trucks; or
- › any machinery.

### Smoking

Make sure all butts are extinguished and disposed of safely. Take particular care during fire season.

*Note: Smoking is not permitted in any vehicle or building or near hay/haysheds.*

### Personal health and hygiene

Ensure hands are washed, including children after being near animals and animal manure.

Washing facilities and toilets are located:

\_\_\_\_\_

### Vehicles

Vehicles should be parked:

\_\_\_\_\_

Please abide by speed limits and be aware of children and other pedestrians.