

Safety Action Plan (SAP)

Stardome Observatory - school and daytime group sessions

Stardome Observatory has an accident register, hazards register, Health and Safety manual and detailed Health and Safety procedures, as required by law.

This SAP follows a template offered by the MOE, and is provided to advise you of risks we have identified.

Please be aware Stardome cannot be responsible for your students outside of their 90-minute session. If you choose to use the park, you will need to consider a safety plan for playground equipment, the flying fox, bee stings etc.

First aid:

A first aid kit is kept at the Stardome reception desk.

Two education staff and the receptionist hold St John first aid certificates.

Greenwood Medical Centre:

(doctors, pharmacy, X-ray)

ph 625 6173

641 Manukau Rd (across the road from the playground in One Tree Hill domain)

Cornwall Medical Centre:

ph 625 3140

790 Manukau Rd (Royal Oak roundabout, next to post office)

Stardome Observatory street address:

ph 624 1246

One Tree Hill Domain

Nearest park entrance is Manukau Rd, opposite 'Frolic' café ('Frolic' is at 653 Manukau Rd). Other park entrances may not be open

Stardome Emergency Contacts:

Julie Baddiley (Operations Manager) ph 624 1246 ext 207

What could go wrong?	Cause	How could we prevent it from going wrong?	Whose responsibility is it (to advise students/keep them safe from this)	When/where will it be done (the imparting of safety advice)	Emergency plan
Accident with car	Main entrance to Stardome Observatory is beside car park.	Tell students to be careful	School teacher	Before getting off bus	Call ambulance if serious; contact school; provide first aid.
Stumble in dark environment	Planetarium is a dark, unfamiliar environment and people sometimes feel disorientated.	Once students are seated, must stay seated. If they must leave during presentation, they will not be allowed to reenter in the dark.	Stardome presenter	In planetarium, with lights on before show starts	Provide first aid And reassurance as necessary. Call ambulance and contact school if serious.
Asthma attack	Excitement	School asks students to bring inhalers	School	Before leaving school	Reassure student; have them sit leaning slightly forward in a place with lots of fresh air. Encourage them to use their inhaler. Ambulance if serious.
Epileptic fit	Reaction to changing lights in planetarium; or other unpredictable cause	Unable to prevent	Unable to prevent or predict		Keep person safe while fit lasts ie remove any furniture nearby, reassure when they come around. Send for ambulance and contact school if severe/not conscious after 15 mins.
Heart attack	Older visitor	Unable to prevent	Unable to prevent or predict		Keep person seated and comfortably supported, provide resuscitation if needed. Call ambulance.
Items below apply to specific activities. If these activities are not part of your programme they should not pose a risk to safety.					
Severe eye injury or severe burn to skin	Solar viewing: sun focussed through solar telescope.	Supervised activity. Students remain at safe distance, looking at image of sun on screen (NEVER through the telescope). Solar telescope supervised at all times. Students will be warned never to look through any telescope/binoculars etc pointed at the sun.	Stardome presenter	Before approaching telescope area	In case of burn to eye area, prevent movement of injured eye by gently closing and covering eye (it may be necessary to cover both eyes). Remove casualty to doctor; contact school.
Sunburn	Solar viewing/Pipe Henge interaction (~15 minutes each);	Supervised activity. Students bring sunhats and wear	School teacher	Before the day of the trip (e.g. in letter home), tell students to	First aid as necessary. Remove student from

	rocket launching activities (~45 minutes) take place outside	sunscreen if desired.		bring sunhats and wear sunblock	sun.
Mild skin irritation/eye irritation	Skin contact with very dilute acetic acid (vinegar) and baking soda while assembling rockets	Supervised activity. Water outside, to wash hands (eyes) as necessary.	Stardome presenter	At beginning of rocket session, before students start building rockets	Wash eye/skin with running water
Projectile	Rocket launches before student has moved away	Supervised activity. Students will be given instructions on how to hold/launch rockets so they don't hurt if they go off unexpectedly	Stardome presenter	At beginning of rocket session, before students start building rockets	First aid as necessary