



# ACCOMMODATION INFORMATION

## FOR GROUP STAYS

PROPERTY NAME Port Douglas YHA

LOCATION 1-7 Craven Close, Port Douglas, QLD

PHONE NUMBER 07 4099 5422

EMAIL portdouglas@yha.com.au

WEB ADDRESS yhagroups.com.au

INSURANCE Does the property have public liability cover? Yes ☒ No ☐

| Activity/program<br><i>Please list</i> | Recommended age<br>group/fitness level/<br>prerequisite skills | Staff accreditation/<br>competence<br><i>for this activity/program</i> | Potential risks<br><i>List hazards/risks related to<br/>each activity/program and the<br/>property</i> | Control strategies<br><i>Outline strategies for ensuring<br/>visitor safety for this potential<br/>risk</i> |
|--|--|--|--|---|
| Accommodation                          | All ages   | Yes  | Security   | WHS Policies  |
|  |  |  |  | Staff available 24 hours  |
|  |  |  |  | On site Manager   |
|  |  |  |  |   |

| Equipment<br><i>List any equipment, including personal protective equipment, to be provided for use during the activities/programs</i> |  |
|--|--|
| Sheets, pillows, blankets, towels  |  |
| Bunk beds  |  |
|  |  |
|  |  |

Is all equipment at the property maintained in accordance with the WHA Regulation, appropriate standards and codes of practice? Yes ☒ No ☐

| Other requirements<br><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 property</i> |  |
|--|--|
| Sunscreen and insect repellent are available   |  |
|  |  |
|  |  |

| Supervision/services<br><i>List services provided by property including briefings, guided tours, supervision of activities etc</i> |  |
|--|--|
| Property information provided to group leader, including emergency contact numbers   |  |
| Staff available 24 hours   |  |
|  |  |

## ACCESS

Are access to and egress from the premises safe and without risk to health?

Yes ☒

No ☐

Is the property wheelchair accessible?

Yes ☒

No ☐

Are disabled toilets available?

Yes ☐

No ☒

## EMERGENCIES

Are emergency procedures in place in the property?

Yes ☒

No ☐

Are employees and others undertaking work (including volunteers) trained to deal with emergency situations?

Yes ☒

No ☐

## CONSTRUCTION/MAINTENANCE/REPAIR

Are licensed personnel used for all construction, maintenance and repair work?

Yes ☒

No ☐

## FIRST AID

Are first aid kits available for each activity?

Yes ☒

No ☐

Is there a trained first aid officer at the property?

Yes ☒

No ☐

Is a first aid room available?

Yes ☐

No ☒

## 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 ☐

No ☒

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