

**MODULE 1 · REFERENCE CARD**

# KEY TERMS & DEFINITIONS

The vocabulary you'll meet across every module of the course. Refer back as often as you need to.

**EOTC** EDUCATION OUTSIDE THE CLASSROOM

Curriculum-based learning and teaching that takes place beyond the school gates.

*e.g. day trips, camps, sports fixtures, marae visits, expeditions.*

**Hazard**

Anything that does, or could, cause harm. Hazards are *sources* of potential harm — the river, the cliff, the heat, the equipment.

**Harm**

Injury, illness, or distress to people; loss or damage to property, reputation, or trust.

**Risk**

Exposure to the consequences of uncertainty. Includes the possibility to gain *or* lose something of value.

**Likelihood**

How probable it is that a hazard will cause harm during the activity. Rated from *Rare* to *Almost Certain*.

**Severity** CONSEQUENCE

How serious the harm would be if it occurred. Rated from *Insignificant* to *Critical*.

**Control**

An action or measure taken to eliminate a hazard, or to reduce the likelihood or severity of harm.

**Absolute risk**

The risk rating **before** any controls are applied.

**Residual risk**

The risk rating **after** controls are applied. The basis for the "is it acceptable?" decision.

**RAS** RISK ASSESSMENT & SUPERVISION

The written record of hazards, their ratings, and the controls applied. Most schools require a RAS for every EOTC event.

**Dynamic risk management**

Reassessing and adjusting on the fly as conditions, group state, or weather change. The opposite of writing the RAS once and forgetting it.

**Safety culture**

A shared mindset where every adult on the trip takes responsibility for what happens. Everyone asks: *what am I responsible for?*