

DEVELOPMENT APPLICATION

APPLICATION NUMBER:	PLN-26-130
PROPOSED DEVELOPMENT:	Re-Advertised Educational and Occasional Care (Bush Play and Learning)
LOCATION:	14 Hall Road Collinsvale
APPLICANT:	Free To Be Bush Play And Learning
ADVERTISING START DATE:	25/08/2026
ADVERTISING EXPIRY DATE:	08/09/2026

Plans and documentation are available for inspection at Council's Offices, located at 374 Main Road, Glenorchy between 8.30 am and 5.00 pm, Monday to Friday (excluding public holidays) and the plans are available on Glenorchy City Council's website (www.gcc.tas.gov.au) until 04/09/2026.

During this time, any person may make representations relating to the applications by letter addressed to the Chief Executive Officer, Glenorchy City Council, PO Box 103, Glenorchy 7010 or by email to gccmail@gcc.tas.gov.au.

Representations must be received by no later than 11.59 pm on 04/09/2026, or for postal and hand delivered representations, by 5.00 pm on 04/09/2026.



Emergency Evacuation Plan

Free to Be Bush Play and Learning – Collinsvale Site

Last Revision: 01/04/2026

Scope and Application

This plan applies to all activities conducted by Free to Be Bush Play and Learning at the Collinsvale site.

Potential Emergency Scenarios

- Fire (bushfire or structural) ** See fire policy
 - Extreme weather (storms, floods, heatwaves)
 - Medical emergencies or significant injuries
 - Dangerous wildlife encounters
 - Lost or missing participant
 - Security breaches (e.g., unauthorized persons)
 - Pandemic-related scenarios, including a positive COVID-19 case
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Activation of Emergency Plan

The plan is activated by the senior staff member on-site upon identification of an emergency.

The signal to initiate evacuation is continuous whistle blasts.

Emergency Contacts

Contact	Name	Phone Number
Emergency Services (Fire/Police/Ambulance)	N/A	000
Local Fire Station (Collinsvale)	N/A	03 6239 0192

Fire Warden (On-Site Staff)	Roxanne Wood	0444 530 486
First Aid Officer	Roxanne Wood	0444 530 486
SES (State Emergency Services)	N/A	[Insert local number]
Poison Information Line	N/A	13 11 26

Emergency Management Team – Roles and Responsibilities

Fire Warden

- Leads evacuation
- Ensures all participants are accounted for
- Communicates with emergency services

First Aid Officer

- Administers first aid
- Assists in evacuation of injured or disabled participants
- Manages the first aid kit

Supervisor (Senior Staff)

- Monitors the situation
- Ensures emergency signals are followed
- Activates the emergency plan

Volunteers/Workers

- Support children and families during evacuation
 - Assist participants with additional needs
 - Follow instructions from the Fire Warden and Supervisor
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Evacuation Procedures

1. Evacuation Signal: Continuous whistle blasts.
2. Assembly Point: Collinsvale Hall (Primary Assembly Area).

Evacuation Route

The designated evacuation route is marked with a red line (see map).



Steps:

- Upon hearing the evacuation signal, all participants must immediately cease activities and follow staff directions.
- Children and families will be guided along the marked path to Collinsvale Hall.
- Staff will conduct a roll call to ensure all participants are accounted for.

Nearby Safer Place & Evacuation Flexibility

Collinsvale Hall is approximately 300 metres from the workshop site and is the designated Nearby Safer Place (Place of Last Resort) for Collinsvale. This is considered an acceptable primary refuge.

However, where conditions allow and it is assessed as safe to do so, occupants may be directed to leave the area rather than sheltering at the hall. For example, if fire activity is occurring to the south or southwest and is moving away from the site, occupants may be directed to evacuate north towards Glenorchy, provided the route is safe.

This update provides operational flexibility so staff can select the safest evacuation option based on real-time information.

Fire-Specific Evacuation Guidance

1. Sound the alarm (whistle and verbal alert) and ensure participant safety.
2. Evacuate along the designated route to the assembly point or safer direction as appropriate.
3. Notify emergency services and provide the following information:
 - Location: Collinsvale Hall, Collinsvale, Tasmania
 - Casualties: [Insert details, if any]
4. Receive emergency services at the meeting point and assist as needed.

After an Emergency

- Ensure all participants are accounted for and treat any injuries.
- Notify relevant authorities (if applicable).
- Conduct a debrief to review the incident and response effectiveness.
- Document the event and update the emergency plan as required.

Testing and Training

- Evacuation drills will be conducted bi-annually.
- Staff and volunteers will receive emergency procedure training annually.
- Regular reviews ensure the plan remains current and effective.



Free to Be Bush Play and Learning

Fire Safety Policy

Version: June 2026

Purpose

At Free to Be Bush Play and Learning (FTB), fire is an important part of our seasonal Bush Play programs. Fire creates opportunities for connection, warmth, cooking experiences, and environmental education. We believe that supervised experiences with fire help children develop respect, responsibility, and practical safety knowledge.

This policy outlines the procedures used to ensure all fire-related activities are conducted safely and in accordance with Tasmanian fire safety requirements.

1. Purpose of Fire in Bush Play

Fire may be used to:

- Build community through shared experiences such as hot chocolate, cooking, storytelling, and gathering.
- Provide warmth during colder weather.
- Teach practical fire safety skills.
- Support nature-based learning and environmental awareness.
- Develop children's understanding of risk assessment and responsible behaviour.

All fire activities are conducted under direct adult supervision.

Community Benefits

Free to Be Bush Play and Learning provides significant social, educational, environmental, and wellbeing benefits to families within the local community.

Our fire-based bush play experiences create opportunities for families to gather, connect, and learn together in a safe and supportive outdoor environment. Sharing a fire for cooking, warming up, storytelling, seasonal celebrations, and group activities helps foster a strong sense of belonging and community connection.

Through carefully supervised participation, children develop an understanding of responsibility, risk assessment, and safe decision-making. Learning how to build, maintain, respect, and safely extinguish a fire provides practical life skills that support resilience, confidence, and environmental awareness.

Fire-based activities also encourage intergenerational learning, allowing children and adults to learn alongside one another while strengthening family and community relationships. Participants gain knowledge of sustainable outdoor practices, responsible use of natural resources, and respect for the natural environment.

These experiences support physical and mental wellbeing by encouraging outdoor activity, social connection, confidence, independence, and a sense of achievement. They provide inclusive opportunities for families who may not otherwise have access to nature-based learning experiences and help strengthen participants' connection to place, community, and the natural world.

The use of fire within Free to Be Bush Play and Learning programs is not recreational in isolation but forms part of a structured educational approach that promotes safety, responsibility, community connection, lifelong learning, and environmental stewardship.

These activities contribute to community wellbeing, social connection, lifelong learning, resilience, and active participation in nature, aligning with Glenorchy City Council's objectives of supporting healthy, connected, and resilient communities.

2. Seasonal and Weather Considerations

Fire activities are seasonal and weather dependent.

Prior to every session, facilitators will:

- Check Tas Alerts and Tasmania Fire Service (TFS) warnings.
- Review local weather conditions.
- Assess site conditions including wind, fuel load, and ground moisture.

Wind Conditions

Fire pits will not be lit when:

- Sustained wind speeds exceed 25 km/h.
- Wind gusts create unsafe conditions.
- Site observations indicate conditions greater than "Gentle Breeze" on the Beaufort Wind Scale.

Wind observations may also be used as a learning opportunity to teach children about fire behaviour and environmental awareness.

Pre-emptive Cancellation Triggers

Fire activities will be cancelled if any of the following apply:

- A Bushfire Watch and Act or Emergency Warning is active for Collinsvale or the surrounding area.
- A Total Fire Ban is declared.
- The forecast Fire Danger Rating (FDR) is Extreme or above for the South East Fire Weather District.
- The forecast Fire Danger Rating is High or above and a Bushfire Advice alert is active for Collinsvale.
- The facilitator determines that weather or site conditions present an unacceptable risk.

3. Fire Location and Setup

All fires must be:

- Contained within a movable fire pit.
- Located outside the active play area.
- Positioned on stable, non-flammable ground.
- Clear of overhanging vegetation and combustible materials.

A clearly visible red rope boundary will be established around the fire, maintaining a minimum distance of one metre between participants and the fire pit.

Seating logs or designated sitting areas will be arranged outside the boundary.

Children are taught to:

- Walk around the outside of the seating circle.
- Stand before changing seats.
- Never run near the fire.
- Never enter the fire zone without adult permission.

Parents and carers remain responsible for actively supervising their children at all times.

4. Fire Safety Responsibilities

Facilitator Responsibilities

The lead facilitator is responsible for:

- Conducting a site-specific risk assessment.
- Determining whether conditions are suitable for lighting a fire.
- Lighting and maintaining the fire.
- Ensuring all safety equipment is available.
- Supervising all fire-related activities.

- Extinguishing the fire completely at the end of the session.

Fires must never be left unattended.

Parent and Carer Responsibilities

Parents and carers must:

- Supervise their children at all times.
- Reinforce fire safety expectations.
- Follow all instructions provided by facilitators.

5. Fire Lighting and Maintenance

Fires may be lit using:

- Fire steel and tinder.
- Matches.
- Natural fire-lighting materials.

The following are prohibited:

- Petrol.
- Kerosene.
- Accelerants.
- Flammable liquids.
- Burning plastics or rubbish.

Children may participate in fire building activities only under direct one-to-one adult supervision.

Children must:

- Place fuel carefully.
- Never throw fuel onto the fire.
- Never place hands over flames or hot surfaces.

A water supply must be immediately available whenever a fire is burning.

6. Essential Fire Safety Equipment

The following equipment must be available before lighting any fire:

- Fire blanket.
- Dry chemical fire extinguisher.
- Emergency water supply.
- Fully stocked first aid kit.
- Mobile phone for emergency communication.

A session cannot proceed if required safety equipment is unavailable.

7. Fire Risk Assessment

Prior to lighting a fire, facilitators will assess:

- Wind conditions.
- Weather forecasts.
- Fuel loads surrounding the fire site.
- Ground conditions.
- Participant numbers and supervision capacity.
- Availability of emergency equipment.

The fire size must be appropriate for the activity and weather conditions.

8. Extinguishing Fires

All fires must be completely extinguished before participants leave the site.

Procedure:

1. Allow fuel to burn down to ash where possible.
2. Separate larger pieces of timber.
3. Thoroughly douse with water.
4. Stir ashes and embers.
5. Repeat until all heat, smoke, and steam have ceased.
6. Confirm ashes are cool to touch before leaving the site.

No fire will be left smouldering.

9. Fire Education

Children are supported to develop practical fire safety knowledge including:

- Understanding the Fire Triangle (heat, fuel, and oxygen).
- Safe behaviour around fires.
- Stop, Drop and Roll procedures.

- Identifying and collecting suitable tinder and kindling.
- Understanding how weather influences fire behaviour.
- Responsible fire building and extinguishing practices.

Children learn to identify:

Tinder

- Dry grasses
- Leaves
- Fine twigs
- Pine needles
- Open pine cones
- Natural bark materials

Kindling

- Fine twigs
- Pencil-sized sticks
- Thumb-sized sticks

Children learn that dry fuel snaps rather than bends and that fires are built gradually by adding materials in sequence.

10. Kelly Kettle Safety

When using a Kelly Kettle:

- Place on flat rock, bare ground, or a stable non-flammable surface.
- Clear surrounding leaf litter and combustible materials.
- Maintain the red rope safety boundary.
- Keep water and fire blanket within immediate reach.
- Monitor continuously while in use.

Hot Water Safety:

- Allow water to cool to a safe serving temperature.
- Children must carry cups using two hands.
- Children under two years of age must be assisted by a parent or carer.
- Hot drinks must only be consumed while seated.

11. Emergency Response

In the event of an uncontrolled fire, burn injury, or emergency:

1. Stop all activities immediately.
2. Move participants to a safe location.
3. Contact emergency services (000) if required.
4. Administer first aid.
5. Notify families as appropriate.
6. Complete an incident report following the event.

References

- Tasmania Fire Service (TFS)
- Tas Alerts
- Kelly Kettle Safety Guidelines
- Nature Play Australia Risk Benefit Framework



Free to Be Bush Play and Learning

Child Protection and Child Safety Policy

Updated: June 2026

Purpose

Free to Be Bush Play and Learning (FTB) is committed to providing a safe, inclusive, and nurturing environment where all children are respected, valued, and protected from harm.

We recognise that every child has the right to feel safe, be heard, and participate in activities that support their wellbeing, development, and sense of belonging. We are committed to upholding Tasmania's Child and Youth Safe Standards and maintaining a culture that prioritises child safety and wellbeing in all aspects of our programs.

This policy should be read in conjunction with all Free to Be Bush Play and Learning policies and procedures and forms part of our Child Safety Framework.

Statement of Commitment

Free to Be Bush Play and Learning is committed to:

- Promoting the safety, wellbeing, and rights of all children.
- Creating an environment where children feel safe, respected, included, and empowered.
- Listening to and taking seriously the views, concerns, and experiences of children.
- Supporting children's participation in decisions that affect them.
- Valuing diversity and respecting children's cultural identity, abilities, family structure, gender identity, and beliefs.
- Maintaining zero tolerance for child abuse, neglect, exploitation, bullying, discrimination, grooming, or any behaviour that places a child at risk.
- Responding promptly and appropriately to concerns regarding child safety and wellbeing.
- Complying with all relevant Tasmanian and Australian legislation relating to child safety.

Scope

This policy applies to:

- Employees
- Contractors
- Volunteers
- Students and work placement participants
- Guest facilitators
- Any adult engaged by Free to Be Bush Play and Learning

All persons involved with FTB are expected to uphold the standards outlined in this policy.

Code of Conduct

All employees, contractors, volunteers, and facilitators must:

Positive Role Modelling

- Conduct themselves as positive role models for children.
- Demonstrate respectful, kind, and inclusive behaviour at all times.
- Promote children's confidence, wellbeing, and self-esteem.

Child Safe Practices

- Read, understand, and comply with all FTB policies and procedures relating to child safety.
- Follow all relevant local, state, and national legislation relating to child protection, reportable conduct, and mandatory reporting obligations.
- Respect children's rights as outlined in the United Nations Convention on the Rights of the Child.
- Ensure adequate supervision of children at all times.
- Act in the best interests of children and prioritise their safety and wellbeing.

Respectful Relationships

- Treat all children fairly and equitably.
- Avoid favouritism, discrimination, exclusion, or differential treatment.
- Respect children's privacy, dignity, and personal boundaries.
- Communicate with children in age-appropriate, respectful, and inclusive ways.

Physical Contact

Physical contact with children should:

- Be appropriate to the child's age and developmental needs.
- Be responsive to the child's needs and comfort.
- Never be used as punishment, intimidation, or coercion.
- Only occur when necessary for safety, comfort, instruction, or care.

Whenever possible, children should be encouraged to complete personal tasks independently or with support from their parent or caregiver.

One-to-One Interactions

- Avoid situations where a staff member or volunteer is alone with a child.
- Ensure interactions occur in observable and interruptible environments.
- If an unavoidable one-to-one situation occurs, inform another adult and maintain transparency.

Toileting and Personal Care

As Free to Be Bush Play and Learning operates as a family participation program:

- Parents and caregivers remain responsible for toileting and personal care needs wherever possible.
- Facilitators will not provide intimate personal care except in emergency situations where immediate assistance is required for health or safety reasons.
- Public toilet facilities must be checked for safety before children enter.
- Children should be accompanied by their parent or caregiver whenever practical.

Safe Activities

Staff and volunteers must:

- Follow risk assessments and safety procedures.
- Consider children's age, developmental stage, abilities, medical needs, and individual circumstances.
- Monitor activities to minimise foreseeable risks.
- Take immediate action if unsafe behaviour or conditions arise.

Appropriate Language and Behaviour

Adults must never:

- Use abusive, humiliating, threatening, discriminatory, or degrading language.

- Engage in sexualised conversations or behaviour with children.
- Discuss adult issues in ways that are inappropriate for children.
- Share inappropriate content, images, videos, or materials with children.

Discipline and Behaviour Guidance

Free to Be Bush Play and Learning uses positive guidance strategies.

Adults must never:

- Physically punish a child.
- Shame, humiliate, ridicule, or threaten a child.
- Use fear-based behaviour management techniques.

Physical intervention may only occur when necessary to prevent immediate harm to a child or another person and must be reasonable, proportionate, and documented.

Child Safety Concerns and Reporting

All employees, contractors, volunteers, and facilitators have a responsibility to act on concerns regarding a child's safety or wellbeing.

Any person who:

- Witnesses concerning behaviour;
- Receives a disclosure from a child;
- Suspects abuse, neglect, grooming, or exploitation; or
- Becomes aware of conduct that places a child at risk,

must immediately report the concern to the Director or designated Child Safety Contact Person.

Where required by law, concerns will be reported to the appropriate authorities, including Child Safety Services or Tasmania Police.

All concerns will be treated seriously, documented, and handled confidentially.

Recruitment and Screening

Free to Be Bush Play and Learning will:

- Require current Registration to Work with Vulnerable People (RWVP) for all staff, volunteers, and contractors who work with children.
- Conduct reference checks where appropriate.

- Provide child safety information and expectations during induction.
- Ensure all adults understand their child safety responsibilities before engaging with children.

Photography and Social Media

Photographs and videos of children will only be taken and shared with parent or caregiver consent.

Images will:

- Respect children's dignity and privacy.
- Not identify children by full name without permission.
- Be stored securely.
- Only be used for approved educational, promotional, or communication purposes.
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Review

This policy will be reviewed annually or sooner if legislation, organisational practices, or child safety requirements change.

Policy Review Date: June 2027

Approved By: Free to Be Bush Play and Learning

Version: 2026

Child and Youth Safe Standards Statement

Updated: June 2026

Our Commitment

Free to Be Bush Play and Learning is committed to creating a child-safe culture where children are respected, protected, heard, and empowered. We recognise that all children have the right to feel safe and be safe while participating in our programs and activities.

We actively work to prevent harm and promote the wellbeing of all children by embedding Tasmania's Child and Youth Safe Standards into our policies, procedures, and everyday practice.

Children's safety and wellbeing are the responsibility of everyone involved with Free to Be Bush Play and Learning.

How We Meet the Child and Youth Safe Standards

Standard 1: Child Safety and Wellbeing is Embedded in Leadership, Governance and Culture

Child safety is a core value of Free to Be Bush Play and Learning. Our policies, procedures, decision-making, and daily practices prioritise the safety and wellbeing of children.

We maintain a culture where concerns are taken seriously and where child safety is everyone's responsibility.

Standard 2: Children Participate in Decisions Affecting Them and Are Taken Seriously

We value children's voices and encourage children to express their ideas, feelings, concerns, and preferences.

Children are supported to participate in decision-making, risk assessment, play choices, and program planning appropriate to their age and development.

Standard 3: Families and Communities Are Informed and Involved

We work collaboratively with families and recognise parents and caregivers as children's primary advocates.

Families are encouraged to participate in programs, provide feedback, raise concerns, and contribute to creating a safe and welcoming community.

Standard 4: Equity is Upheld and Diverse Needs Respected

We welcome and respect children from all backgrounds, cultures, family structures, abilities, identities, and experiences.

We strive to create an inclusive environment where every child feels valued, respected, and able to participate.

Standard 5: People Working with Children Are Suitable and Supported

All staff, volunteers, contractors, and facilitators working with children are expected to uphold our Child Protection and Child Safety Policies.

Where required, adults working with children must hold current Registration to Work with Vulnerable People (RWVP) registration and understand their child safety responsibilities.

Standard 6: Processes to Respond to Complaints and Concerns are Child Focused

Children, families, volunteers, and staff are encouraged to raise concerns regarding child safety.

Concerns are taken seriously, responded to promptly, documented appropriately, and managed in accordance with legal obligations and organisational procedures.

Standard 7: Staff and Volunteers Are Equipped with Knowledge, Skills and Awareness

We provide information, guidance, and ongoing learning opportunities to ensure that adults involved with Free to Be Bush Play and Learning understand:

- Child safety expectations.
- Appropriate behaviour around children.
- Risk management practices.
- Reporting obligations.
- Responding to concerns or disclosures.

Standard 8: Physical and Online Environments Promote Safety and Wellbeing

We actively assess and manage risks within our outdoor learning environments.

Risk assessments, supervision procedures, emergency planning, and activity guidelines are used to support safe participation.

Online communication, photography, and social media use are managed in ways that protect children's privacy and wellbeing.

Standard 9: Implementation of the Child Safe Standards is Regularly Reviewed

We regularly review our policies, procedures, practices, and feedback to ensure we continue to provide a child-safe environment.

Reviews occur annually or whenever changes in legislation, practice, or identified risks require updates.

Standard 10: Policies and Procedures Document How the Organisation is Safe for Children

Free to Be Bush Play and Learning maintains policies and procedures that support child safety, including:

- Child Protection and Child Safety Policy
- Code of Conduct
- Photography and Social Media Policy
- Risk Management Procedures
- Incident and Injury Procedures
- Emergency Management Procedures
- Volunteer and Contractor Requirements

These documents are reviewed regularly and made available to families, staff, volunteers, and relevant stakeholders.

Commitment to Continuous Improvement

Free to Be Bush Play and Learning recognises that child safety is an ongoing responsibility. We are committed to continually improving our practices, listening to children and families, and maintaining environments where all children can safely learn, play, explore, and belong.

Approved By: Free to Be Bush Play and Learning

Review Date: June 2027



FREE TO BE BUSH PLAY AND LEARNING- RISK AND BENEFIT ASSESSMENT 2026

ACTIVITY	BENEFITS and learning outcomes	Preliminary risk- no measures in place	MEASURES IN PLACE	Risk after measures in place	OUTCOME - BENEFITS/ RISK
Tree climbing	*Develop coordination and strength *Opportunities for vestibular and proprioceptive development. *Problem solving *Building confidence and resilience *Connection to nature and self *Social interactions with peers *Creative and imaginary play	MODERATE Fall from tree: head injury, break, fracture, cuts, bruises	*Height restriction of 3 metres *Adult supervision nearby- children in sight at all times *Children and adults briefed on tree climbing rules 1. If it shakes it might break- don't climb on it 2. Branch must be thicker than your thigh 3- 3 limbs on the tree at all times "3 of me on the tree"	LOW	Benefits outweigh risks
Exploring and playing in the bush/ nature space	*Develops coordination and strength. *Problem solving *Building confidence and resilience *Connection to nature and self *Improves focus And concentration *Creative and imaginary play *Builds a connection to nature and the land	MODERATE-LOW Scratches, scraps and bruises. Trips and slips Getting lost Animal encounter- Snake spider bit See snake and first aid. Ticks Child built shelter falling Injury to foot- dropping rock etc.	We do a boundary walk of the area and show children and adults potential hazards. Children learn how to move through and on uneven surfaces. In our safety briefing we tell children and adults to call 'coowee' and stay where they are if they get lost. Children are supervised when building shelters and they are tested by adults. Closed toe shoes are required. Children are encouraged to use sticks in play but we have boundaries in place. Big sticks need a big space- children need to ensure they are not near other people if they are swinging a stick. We walk with sticks to the sky. First aid kit with tick twisters, soov and snake banagde are at base camp and on the group facilitator.	LOW	Benefits outweigh risks

		Injury with stick play.	Children and parents are shown images of jack jumpers, inchmen , snakes and other hazardous animals and told what to do if they encounter one.		
Finding bugs/fungi / bush foods	-Learning about the environment and the things that live there. -Learning to identify various animals and plants. -Develop and build coordination -Allow children to fully explore all aspects of the land. -Multi-sensory development	Moderate depending on location Bites, poison	As part of our safety talk each session, we discuss how to handle plants and animals. 'Hands no way, but sticks are ok'. -We also encourage the use of tongs instead of hands. -Children and adults are shown which plants etc not too touch and why. -Educator models how to safely pick up rocks to avoid scaring the animal or themselves. -Due to the exposure to a diverse range of flora we actively engage the children in discussions regarding the potential dangers of eating unknown/poisonous plants. We also openly acknowledge the active and culturally significant role bush food plays for some people. Therefore, the importance of being knowledgeable about safe plants/foods is highlighted. In the absence of such knowledge amongst our staff, we promote the simple rule – Always check with an adult before eating any plant and if that adult is unsure, then avoid the plant until able to check with an informed adult.	Low/moderate	Benefits outweigh risks.
Exploring puddles and shallow water on property	-Develop and build coordination -Allow children to fully explore all aspects of the land. -Multi-sensory development -Activating the bodies vestibular system. -Building relationships with their peers and other families.	moderate/low Slips, trips and falls. Cuts, grazes and abrasions.	-Water is shallow -Children wearing appropriate clothing (waterproof clothes plus spare dry clothes). -Heat packs and dry towels on hand. -Water safety explained. Have space around you, not too close to anyone else. -Adults must be near children when around water. -Teach children how to ask for help when needed. -Slippery rocks identified or out of safety boundary	LOW	benefits outweigh risks.

Using real tools- palm drill, hand drill, hammer.	*Develops coordination and strength. *Problem solving *Building confidence and resilience *Connection to nature and self *Improves focus And concentration *Creative and imaginary play	MODERATE Cuts and scrapes, fracture	Cut resistant gloves worn on both hands. Children showed how to use tools, both hands on the hammer. Hands away from tools. Adults supervision required. Tools kept in a locked box when not in use. Tools are checked before each use.	LOW	Benefits outweigh risks
Whittling. Peelers and openil round knives	*Develops coordination and strength. *Problem solving *Building confidence and resilience *Connection to nature and self *Improves focus And concentration *Creative and imaginary play	MODERATE Cuts, cutting fingers or limbs.	Knives and peelers kept in a locked box when not in use. Children are supervised while whittling. Opinel knives used have a locking sleeve and round tip. Knives are kept sharp. Children are shown how to safely use knives and the ratio is 1:1 plus parental supervision See knives safety policy.	LOW	Benefits outweigh risks
Rope Swing and hammock.	*Develops coordination and strength. *Problem solving *Building confidence and resilience *Connection to nature and self *Improves focus And concentration *Creative and imaginary play	MODERATE Rope burn. Children falling	Ropes are checked before use for fraying or damage. Only 1 child on the swing or hammock at a time. Parental supervision	LOW	
Using fire strikers	*Teachers real life skills *Develops coordination and strength. *Problem solving *Building confidence and resilience *Connection to nature and self *Improves focus And concentration *Creative and imaginary play	LOW Sparks igniting on the ground. Sparks on clothing	Metal bowls are provided for striking practice. Children are supervised and shown how to use correctly.	LOW	Benefits outweigh risks

Fire- Contained in Kelly Kettle	As above	MODERATE	*A red rope is placed around the kelly kettle as a boundary. Children know not to go past it. *Parental supervision is required around fire. *Children are reminded that the whole kettle gets hot *it is set up away from our play space and moved out of reach when not in use.	LOW	Benefits outweigh risk
Cooking on fire- in contained fire pit	As above	MODERATE	*A red rope is placed around the fire pit as a boundary. Children know not to go past it. *Parental supervision is required around fire. *Children are reminded that the whole pit gets hot. *It is set up away from our play space and moved out of reach when not in use. The fire is extinguished immediately after use (see fire policy for more information)	LOW	Benefits outweigh risk

Updated April 2026.

ACN 59668526716

Strong for life training Trading as Free to be Bush Play and Learning.

Snake Policy

Educate: Snakes are a part of the Australian bush, as much as we may fear them, snakes are not wanting to attack you. They generally do their own thing and will only strike if they feel threatened. By respecting and understanding snakes, we can keep safe when out in the bush. Remember that snakes are a protected species and it is illegal to capture or kill them. As an adult, it's hard not to panic when you see a snake and it's important to be prepared and to also teach your kids some basic safety rules to follow.

When walking:

1. Always be ALERT when in the bush. Look ahead and where you are stepping.
2. Stick to wide paths and tracks only.
3. Do NOT walk-through long grass or let your child run ahead.
4. Check behind logs. Do NOT step over logs; instead, step on them in case there is a snake on the other side.
5. Snakes can hear vibrations, not sounds so make sure you practice STOMPING, really hard! Make a game of it with the kids.
6. Wear boots that cover your ankles and long pants.
7. Be careful of what you pick up or turn over. Snakes can be under rocks and under logs. Turn it outwards, away from you, instead inwards.

What to do if you see a snake: 1.FREEZE–Do the X factor (cross arms and give yourself a hug), the snake may pass by slowly, do not move 2.Call Out-Snake 3.Back away quietly- when snake has left. 4.ALERT others

Snake First Aid. 1. Do not move the patient. 2.Apply compression bandage the full length of the limb, over clothing, start the bandage below the bite continuing over the bite towards the trunk of the body. Mark the bite area on top of the bandage. 3.Call 000, note time of bite. 4.If on arm, bandage with elbow bend and put in a sling, if on leg splint if possible

		Likelihood				
		Rare	Unlikely	Possible	Likely	Almost Certain
Consequence	Critical	Moderate	High	High	Extreme	Extreme
	Major	Moderate	Moderate	High	High	Extreme
	Moderate	Low	Moderate	Moderate	High	High
	Minor	Low	Low	Moderate	Moderate	Moderate
	Insignificant	Low	Low	Low	Moderate	Moderate

Risk Matrix					
Likelihood	Almost Certain	Possibility of occurrence more than 75% - expected to occur	Consequence	Critical	- Critical incident (eg death or permanent disability of adult or child; high level of distress to other parties) - Sustained negative publicity or damage to reputation from a national perspective or from the community welfare perspective
	Likely	Possibility of occurrence between 50% and 75% - probably will occur		Major	- Multiple injuries requiring specialist medical treatment or hospitalisation; and/or major occupational health safety and welfare liability incident/issue - Major incident which damages public or parent confidence
	Possible	Possibility of occurrence between 25% and 50% - may occur at some time		Moderate	- Serious injuries and/or illness - Complex welfare and/or health care issue - Serious disruption or incident, resulting in distress to children and adults
	Unlikely	Possibility of occurrence between 5% and 25% - could occur at some time		Minor	Minor first aid or minor occupational health safety and welfare liability incident/issue (eg minor cuts, bruises, bumps)
	Rare	Possibility of occurrence less than 5% - may never occur		Insignificant	No treatment required



Proposal of Events for Free to Be Bush Play and Learning

Dear General Manager,

I am writing on behalf of Free to Be Bush Play and Learning, based in Southern Tasmania, to present our proposed schedule of community events, playgroups, nature learning programs, and wellbeing gatherings for consideration as part of our Planning Permit application.

In accordance with Council requirements, I respectfully request formal permission from the General Manager for the use of the nominated sites and the delivery of the program of events outlined in this proposal. The proposed land use is on Lot 1 on Plan 199314, with no buildings, structures, or physical works proposed.

Free to Be Bush Play and Learning supports children, families, and communities to reconnect with nature through meaningful outdoor play, learning, wellbeing, and community connection. Our programs are delivered by qualified and experienced facilitators who hold current first aid qualifications and operate under comprehensive risk management and safety procedures.

Further information can be found at:

www.freetobebushplay.com

Proposed Events and Activities

1. Bush Play Villages (Weekday and Weekend Family Playgroups)

Outdoor playgroups for families with children from birth to approximately 12 years of age.

Sessions follow a gentle rhythm of welcome, invitation to play, free exploration, and closing circle.

Activities may include:

- Climbing and nature-based physical play
- Water and mud play

- Nature crafts and creative arts
- Bush walks and exploration
- Storytelling and group games
- Painting and loose parts play

Multi-age participation supports inclusion, social learning, family connection, and community building.

Programs may operate on weekdays and occasionally on weekends.

2. Bush Play Birthday Parties

Nature-based birthday celebrations providing creative and active outdoor experiences for children and families.

Activities may include:

- Nature potions
- Bush crafts
- Simple tool use
- Fire striking demonstrations
- Water and mud play
- Seasonal hot chocolate and nature-based activities

Designed primarily for children aged 2–10 years, with multi-age participation welcome.

All materials and equipment are supplied by Free to Be Bush Play and Learning. Families provide their own food and birthday cake.

These events promote imagination, confidence, social connection, and appreciation for the natural environment.

3. Bush Skills and Craft Workshops (Children and Families)

Hands-on workshops focused on practical outdoor skills and confidence-building.

Activities may include:

- Knot tying
- Tree-climbing safety
- Simple tool use
- Nature crafts
- Bush navigation
- Shelter building

These workshops encourage resilience, creativity, environmental awareness, and supported risk-taking.

4. Bush Skills Courses for Adults and Teens

Skill-building sessions designed for older participants.

Activities may include:

- Knife and hatchet safety
- Kindling preparation and tool handling
- Fire preparation and management
- Outdoor cooking
- Shelter building
- Environmental stewardship
- Leave No Trace principles

These courses strengthen confidence, teamwork, practical outdoor competence, and connection to nature.

5. Winter Fire Safety and Cooking Sessions (All Ages)

Seasonal sessions delivered during autumn and winter, weather and fire conditions permitting.

Activities may include:

- Fire safety education
- Fire building and management
- Safe behaviour around fire
- Outdoor cooking
- Damper making
- Soup, toastie and hot chocolate preparation
- Understanding fuel types and weather considerations
- Emergency response awareness

Parents or guardians attend and participate with their children.

These sessions foster community connection, practical life skills, and safe outdoor learning.

Please see the attached letter of support from the Tasmanian Fire Service. Consultation has been undertaken to ensure these programs are delivered safely and responsibly.

6. Women's Circles and Nature Wellbeing Gatherings

Facilitated outdoor gatherings designed to support connection, wellbeing, reflection, and community among women.

Activities may include:

- Guided nature connection experiences
- Mindfulness and grounding activities
- Seasonal celebrations
- Nature-based creative activities
- Group discussion and reflection
- Campfire conversations (where permitted)
- Gentle bush walks

These gatherings provide opportunities for social connection, mental wellbeing, personal growth, and meaningful engagement with natural environments.

Sessions are low-impact, inclusive, and designed to foster a sense of belonging, resilience, and community connection.

7. Public Holiday and Special Event Sessions

Family-friendly outdoor play sessions delivered on public holidays and community celebration days.

Activities may include:

- Nature crafts
- Storytelling
- Group games
- Seasonal activities
- Open-ended bush play

These events encourage community participation and connection with local natural spaces.

8. School Holiday Programs

School holiday programs may include both drop-off and family-attendance sessions.

Drop-off programs (ages 5–12) may include:

- Bush skills
- Nature crafts
- Supervised tool use
- Free play
- Outdoor games
- Fire safety learning

Family sessions may include:

- Shelter building
- Water and mud play
- Nature treasure hunts
- Creative exploration
- Bush play experiences

All sessions follow a gentle rhythm of welcome, exploration, and closing reflection.

These programs support children's wellbeing, independence, creativity, confidence, and connection to nature.

Proposed Event Schedule

- Bush Play Birthday Parties – Weekends and public holidays, year-round
- Bush Play Villages (Family Playgroups) – Weekdays and occasional weekends (term-based)
- Bush Skills and Craft Workshops – Quarterly
- Bush Skills Courses (Adults and Teens) – Seasonal
- Winter Fire Safety and Cooking Sessions – Autumn and Winter
- Women's Circles and Nature Wellbeing Gatherings – Monthly or seasonal
- Public Holiday and Special Event Sessions – Throughout the year
- School Holiday Programs – During Tasmanian school holiday periods

As a small family-operated business, program dates and frequency remain flexible. We do not operate all programs concurrently and are able to provide more specific dates and schedules upon request.

Community Benefits

Across all programs, Free to Be Bush Play and Learning prioritises:

- Child-led play and experiential learning
- Developmentally appropriate supported risk-taking
- Environmental stewardship and care
- Community connection and social inclusion
- Mental health and wellbeing through nature connection
- Lifelong learning and outdoor skill development
- Positive family engagement and resilience
- Increased community wellbeing, social connection, and resilience through inclusive nature-based gatherings for children, families, and adults
- Opportunities for women to build supportive social networks, reduce isolation, and strengthen community connections through nature-based wellbeing programs
- Accessible outdoor experiences that encourage healthy lifestyles, belonging, and engagement with local natural spaces

Women's Circles and Nature Wellbeing Gatherings provide valuable opportunities for social connection, reflection, and personal wellbeing. These gatherings support community resilience by creating welcoming spaces where participants can connect with others, engage with nature, and build meaningful relationships. Together with our family and children's programs, they contribute to a stronger, more connected, and healthier community.

All activities operate under documented risk management plans, safety procedures, environmental care practices, and public liability insurance. Relevant risk assessments, policies, and insurance documentation have been included with our application.

Request for Council Support

We respectfully seek Council's support in:

- Approving access to local reserves, bushland areas, and parks for the delivery of our programs
- Supporting community wellbeing initiatives including Bush Play Villages, School holiday sessions and Women's Circles
- Supporting seasonal educational activities such as Winter Fire Safety Sessions
- Working collaboratively to ensure safety, accessibility, environmental stewardship, and positive community outcomes

In accordance with Council requirements, I respectfully request formal permission from the General Manager for the use of these sites and the delivery of the activities outlined within this proposal.

These programs provide significant community benefit by strengthening family wellbeing, social connection, outdoor skills, environmental awareness, and engagement with local natural spaces. They support people of all ages to build confidence, resilience, meaningful relationships, and a lifelong connection with the natural environment.

We look forward to continuing our positive relationship with Glenorchy City Council and thank you for your consideration of this application.

Warm regards,

Roxanne Wood

Free to Be Bush Play and Learning

roxanne@freetobebushplay.com

0444 530 486

www.freetobebushplay.com

Tasmania Fire Service

BUSHFIRE PLANNING & POLICY

Cnr Argyle & Melville Streets

Phone 1800 000 699

Email bfpt@fire.tas.gov.au



Tasmania Fire Service

File No: AD3695

1 December 2025

Roxanne Wood
Free to Be Bush Play and Learning
roxanne@freetobebushplay.com

Dear Roxanne,

PROPOSED WORKSHOPS – 14 HALL ROAD, COLLINSVALE – BUSHFIRE-PRONE AREAS CODE

It is understood that Free to Be Bush Play and Learning offers a range of family-orientated workshops. Glenorchy City Council has advised you that a planning permit is required for the workshops to continue and that the land use will be assessed as 'Educational and Occasional Care'.

This letter is provided for compliance with Section 13.0 of the Tasmanian Planning Scheme (Bushfire-Prone Areas Code).

SUBJECT SITE

The subject site is an 11.95 ha Council-owned property at 14 Hall Road, Collinsvale (refer to Figure 1). TFS visited the site on 13 November 2025.

The site is used for a range of existing community uses including the Collinsvale Fire Brigade, a community hall, sports field and a dog park.

An existing shipping container and attached roof structure is associated with the proposed workshop activities (refer to Figure 2). Workshop participants access the site from Hall Road and can park within approximately 30m of the shelter.

The surrounding landscape (<1km) is characterised by fragmented tracts of bushland interspersed with pasture and residential development at low densities. The site is within approximately 500m of extensive tracts of bushland within Wellington Park and adjoining properties. Vegetation within the site consists of a mix of 'Forest', 'Grassland' and 'Low threat vegetation' as described in Australian Standard 3959.

State Headquarters Cnr Argyle and Melville St Hobart TAS 7000 | GPO Box 308 Hobart TAS 7001 | P 1800 000 699 | E OfficeoftheFESC@fire.tas.gov.au
Southern Region 1040 Cambridge Rd Cambridge TAS 7170 | GPO Box 308 Hobart TAS 7001 | P (03) 6166 5500 | E Southern.Region@fire.tas.gov.au
Northern Region 339 Hobart Rd Youngtown TAS 7249 | Phone (03) 6777 3666 | E Northern.Region@fire.tas.gov.au
North-West Region 15 Three Mile Line Rd Burnie TAS 7320 | PO Box 1015 Burnie TAS 7320 | P (03) 6477 7250 | E Northwest.Region@fire.tas.gov.au

www.fire.tas.gov.au

The site is within a bushfire-prone area, as determined through the Tasmanian Planning Scheme overlay maps.



Figure 1 - Site location



Figure 2 – Existing shipping container and shelter

PROPOSED USE & DEVELOPMENT

It is understood various workshops are proposed to be held at the site throughout the year. No associated development is currently proposed.

A maximum of 10 families and 2 facilitators will attend each workshop. Children are typically between the 4-12 years old and will be under the supervision of their parents / guardians while in attendance. Attendees will typically arrive/depart using private transport.

Fire safety / awareness and cooking workshops will typically occur during the Term 1, 2 and 3 school holidays. All fire-related activities will be conducted under the existing shelter on a gravel surface (refer to Figure 2). Bushland within the site will be utilised for play activities.

A Fire Safety Policy (1/12/25) and Emergency Evacuation Plan (1/12/25) have been prepared to satisfy the requirements of the *Work Health and Safety Regulations 2022*. These documents outline the prevention, preparedness and response procedures that will be implemented to keep workshop attendees safe when using fire on the site and in the event of a bushfire emergency.

C13.0 BUSHFIRE-PRONE AREAS CODE

Under clause C13.2.1, the Bushfire-Prone Areas Code applies to the use of land for 'Educational and Occasional Care' when located in a bushfire-prone area.

Clause C13.4 provides the following exemption from the Code's use and development standards:

C13.4 Use or Development Exempt from this Code

C13.4.1 The following use or development is exempt from this code:

- (a) any use or development that the TFS or an accredited person, having regard to the objective of all applicable standards in this code, certifies there is an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures; and*
- (b) ...*

The relevant objective to be considered is provided in C13.5.1 and states:

That vulnerable uses can only be located on land within a bushfire-prone area where tolerable risks are achieved through mitigation measures that take into account the specific characteristics of both the vulnerable use and the bushfire hazard.

'Risk' refers to the effect of uncertainty on objectives, or in this case the potential for bushfire to impact the safety of workshop participants. No new building works is proposed that would be exposed to bushfire.

Bushfire could approach the workshop site from any direction following a nearby or distant ignition. A bushfire originating offsite is most likely to approach the site from the north through to the west during periods of elevated fire danger. During the Winter months, bushfire is unlikely to pose a significant threat for the proposed workshops. During Spring, Summer and Autumn months, bushfire danger will be variable and must be planned for.

Children are considered particularly vulnerable in bushfire emergencies as they will typically require adult support to respond appropriately. In this case, all children will be accompanied by a responsible adult while onsite who will be expected to support them in an emergency.

Adults present onsite can be expected to have a range of cognitive and physical characteristics, typical of the general population. It is understood most participants live in Southern Tasmania and will therefore have some degree of familiarity with the site and local road network. As participants are typically locals and workshops are delivered in English, language barriers are not expected to pose a significant impediment on communication in an emergency.

The existing Fire Safety Policy and Emergency Evacuation Plan provide appropriate prevention, preparedness and response procedures to reduce risk to workshop participants. This includes controls relating to the use of fire during workshops, triggers for pre-emptive closure and site evacuation.

The pre-emptive procedures will reduce the scope for people to be present during potentially dangerous conditions. In the event a fire a workshop is underway, and fire activity is observed in the local area (smoke, embers, flame), occupants will be instructed to leave the area if it is safe to do so. In the event it is unsafe to leave the area, the Emergency Evacuation Plan identifies the Collinsvale Hall as the nearest refuge. The building is approximately 300m from the workshop site. If the building were inaccessible, the adjacent sporting field would provide a further fallback option.

It is concluded that the existing procedures will adequately mitigate risks to life safety without further mitigations being required. This letter and the enclosed certificate can be included in support of your development application for compliance with C13.0 Bushfire-Prone Areas Code.

If TFS can provide any further advice on this matter, please contact us at bfp@fire.tas.gov.au.

Yours sincerely.



Tom O'Connor
SENIOR PLANNING & ASSESSMENT OFFICER

BUSHFIRE-PRONE AREAS CODE

CERTIFICATE¹ UNDER S51(2)(d) *LAND USE PLANNING AND APPROVALS ACT 1993*

1. Land to which certificate applies

The subject site includes property that is proposed for use and development and includes all properties upon which works are proposed for bushfire protection purposes.

Street address:

14 Hall Road, Collinsvale

Certificate of Title / PID:

CT 199314/1 / PID 1946578

2. Proposed Use or Development

Description of proposed Use and Development:

Educational and Occasional Care

Applicable Planning Scheme:

Tasmanian Planning Scheme

3. Documents relied upon

This certificate relates to the following documents:

Title	Author	Date	Version
Proposed Workshops – 14 Hall Road, Collinsvale – Bushfire-Prone Areas Code	Tom O'Connor, TFS	1/12/2025	-
Free to Be Bush Play and Learning – Fire Safety Policy	Roxanne Wood	1/12/2025	-
Emergency Evacuation Plan	Roxanne Wood	1/12/2025	-

¹ This document is the approved form of certification for this purpose and must not be altered from its original form.

4. Nature of Certificate

The following requirements are applicable to the proposed use and development:

☐	E1.4 / C13.4 – Use or development exempt from this Code	
	Compliance test	Compliance Requirement
☒	E1.4(a) / C13.4.1(a)	Insufficient increase in risk

☐	E1.5.1 / C13.5.1 – Vulnerable Uses	
	Acceptable Solution	Compliance Requirement
☐	E1.5.1 P1 / C13.5.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
☐	E1.5.1 A2 / C13.5.1 A2	Emergency management strategy
☐	E1.5.1 A3 / C13.5.1 A2	Bushfire hazard management plan

☐	E1.5.2 / C13.5.2 – Hazardous Uses	
	Acceptable Solution	Compliance Requirement
☐	E1.5.2 P1 / C13.5.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
☐	E1.5.2 A2 / C13.5.2 A2	Emergency management strategy
☐	E1.5.2 A3 / C13.5.2 A3	Bushfire hazard management plan

☐	E1.6.1 / C13.6.1 Subdivision: Provision of hazard management areas	
	Acceptable Solution	Compliance Requirement
☐	E1.6.1 P1 / C13.6.1 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
☐	E1.6.1 A1 (a) / C13.6.1 A1(a)	Insufficient increase in risk
☐	E1.6.1 A1 (b) / C13.6.1 A1(b)	Provides BAL-19 for all lots (including any lot designated as 'balance')
☐	E1.6.1 A1(c) / C13.6.1 A1(c)	Consent for Part 5 Agreement

☐	E1.6.2 / C13.6.2 Subdivision: Public and fire fighting access	
	Acceptable Solution	Compliance Requirement
☐	E1.6.2 P1 / C13.6.2 P1	<i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i>
☐	E1.6.2 A1 (a) / C13.6.2 A1 (a)	Insufficient increase in risk
☐	E1.6.2 A1 (b) / C13.6.2 A1 (b)	Access complies with relevant Tables

☐	E1.6.3 / C13.1.6.3 Subdivision: Provision of water supply for fire fighting purposes	
	Acceptable Solution	Compliance Requirement
☐	E1.6.3 A1 (a) / C13.6.3 A1 (a)	Insufficient increase in risk
☐	E1.6.3 A1 (b) / C13.6.3 A1 (b)	Reticulated water supply complies with relevant Table
☐	E1.6.3 A1 (c) / C13.6.3 A1 (c)	Water supply consistent with the objective
☐	E1.6.3 A2 (a) / C13.6.3 A2 (a)	Insufficient increase in risk
☐	E1.6.3 A2 (b) / C13.6.3 A2 (b)	Static water supply complies with relevant Table
☐	E1.6.3 A2 (c) / C13.6.3 A2 (c)	Static water supply consistent with the objective

5. Bushfire Hazard Practitioner

Name:

-

Phone No:

-

Postal
Address:

-

Email
Address:

-

Accreditation No:

-

Scope:

-

6. Certification

I certify that in accordance with the authority given under Part 4A of the *Fire Service Act 1979* that the proposed use and development:



Is exempt from the requirement Bushfire-Prone Areas Code because, having regard to the objective of all applicable standards in the Code, there is considered to be an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures, or



The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and compliant with the relevant **Acceptable Solutions** identified in Section 4 of this Certificate.

Signed:
certifier



Name:

Tom O'Connor
Obo Chief Officer, TFS

Date:

1/12/2025

Certificate
Number:

A25/424712

(for Practitioner Use only)