

SLIPS TRIPS & FALLS TOOLBOX TALK



SUBJECT	SLIPS, TRIPS & FALLS
RESOURCE	PowerPoint Presentation

SLIPS, TRIPS & FALLS

No matter how safe and secure your workplace is, the risk of slipping, tripping or falling can still happen.

WHS Workplace duties defined:

Employer: As a person conducting a business or undertaking (PCBU), you must always aim to eliminate the risk of slips, trips and falls, so far as is reasonably practicable. If that is not possible, you must minimise risks so far as is reasonably practicable.

Identify hazards and assess and control risks, ie:

- work areas
- work procedures
- tools
- equipment.

Consulting with workers can help you find better and easier ways to identify and minimise risks. You should also review control measures to ensure they are working as planned.

Employees: Workers also have duties, including taking reasonable care for their own health and safety.

Definitions:

Slips occur when a person's foot loses traction with the ground due to unsuitable footwork or walking on surfaces that are highly polished, wet or greasy.

Trips occur when a person's foot catches on an object or surface. In most cases people trip on low obstacles that are hard to spot such as uneven edges in flooring, footpaths, loose mats, open drawers, untidy tools or electrical cables.

Falls (under 2 metres) can result from a slip or trip but many occur during falls from low heights such as steps, stairs, and curbs, or falling into a hole, ditch or water.

REFERENCES:

[Slips, trips and falls | Safe Work Australia](#)

The reference below from Safe Work Australia: [Slips Trips & Falls Fact Sheet](#). The fact sheet contains employer measures for prevention of slips, trips and falls.



Facilitator: Questions for trainees

1) What are the most common injuries through slips, trips and falls?

Answers:

The most common injuries are:

- musculoskeletal injuries (injuries to muscles, nerves, tendons, joints, cartilage and spinal discs)
- cuts
- bruises
- broken bones and fractures
- dislocations

In addition, sometimes a slip, trip or fall can cause a serious fatality or even a death.

2) How do slips, trips and falls occur?

Answers:

You can be anywhere and many incidents can trigger an accident:

- Water, mud, grease, oil or food spills on the floor
- Floors without skid or slip-resistant surfaces
- Loose or uneven floorboards, loose mats and frayed or lifted carpets
- Changes in floor level, thresholds and doorstops
- Sloped walking surfaces, uneven or cracked concrete paths or kerbs
- Holes or ditches
- Damaged staircases or steps
- Uncovered cables or wires on floors or walkway/s
- Cables from extension cords and power boards not secured properly
- Open cabinets, file drawers or doors
- Poorly light areas
- Items left in walkways or corridors
- Passageways used as storage areas
- Falls from heights (eg: climbing up on pallets or storage units)
- Loads that obstruct vision in depot/warehouse
- Obstacles in traffic areas of depot/warehouse

3) How can we prevent slips, trips and falls occurring?

Answers:

If you identify any hazards:

- Report them to manager/supervisor or person in charge immediately
- Any spills on floors, damaged stairs, etc. isolate the area to prevent an accident
- If you can prevent an accident, such as:
 - Close drawers
 - Move loose cords to a safe position
 - Remove loose mats
- Follow all housekeeping rules
- Clean up workplaces and remove rubbish and obstructions regularly



4) What prevention methods can be put in place to help prevent these types of accidents happening?

Answers:

Refer table 1 below.

Things to remember:

- Learn to be more aware of your surroundings
- Use your eyes
- Avoid distractions
- Stand still to check your phone
- Look out for hazards
- Watch where you step or walk
- When walking downstairs hold the handrail
- Wear appropriate shoes in your workplace

Finally, if you see anything that can cause an accident, provide a temporary safety measure and let someone in charge know to have it attended to straight away.

Accidents hurt – safety doesn’t.

TABLE 1: PREVENTATION CONTROLS

Hierarchy of control	Examples
Eliminate the hazard	Remove slip and trip hazards at the design stage such as eliminating changes in floor levels and installing more power outlets to avoid trailing cords.
Substitution	Replace flooring with a more slip-resistant surface.
Isolation	Prevent access to high-risk areas, for example cordon off wet floor areas while cleaning is in progress.
Engineering controls (redesign)	<ul style="list-style-type: none"> • Apply floor treatments to increase slip resistance • Improve lighting • Stop leaks from equipment or pipes • Provide adequate drainage • Clearly mark edges of steps and any changes in floor height.
Administrative controls	<ul style="list-style-type: none"> • Implement good housekeeping practices including keeping access ways clear and cleaning up spills immediately • Use signage to warn of wet or slippery areas • Provide training and supervision.
Personal protective equipment	Wear slip-resistant footwear.

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Items Raised/Corrective Action	Action By	Action completed	
		Sign off	Date

DATE:.....

FACILITATOR SIGNATURE.....