

RISK ASSESSMENT GENERAL SITE SAFETY

Hazards	Risks	Who might be harmed	Risk level	Control measure already in use	Effectiveness of those control measures
Sharp metal, broken glass, splinters	<ul style="list-style-type: none"> - Cuts, punctures - Injury to eyes 	Staff Volunteers Public	Moderate	<ul style="list-style-type: none"> - Inspect site prior to carrying out task - Use litter-pickers to remove broken glass etc. - Use brush and dustpan to sweep up small pieces of broken glass - Place broken glass into solid container - Exercise care when tipping broken glass and other landfill waste into waste bin - Always wear gloves when carrying out practical work (except when using swinging tools) 	High
Hypodermic needles	<ul style="list-style-type: none"> - Cuts - Punctures - AIDS and Hepatitis 	Staff Volunteers Public	Low	<ul style="list-style-type: none"> - Inspect work sites regularly - Volunteers to be told not to touch hypodermic needles but report finding to member of staff or trained volunteers. It must be removed safely into sharps bin or sturdy container until sharps bin acquired 	High
Soiled nappies	<ul style="list-style-type: none"> - Infection 	Staff Volunteers Public	Low	<ul style="list-style-type: none"> - Use litter-pickers wherever possible or gloves 	High
Paths, uneven paths, steep paths, steps, ground	<ul style="list-style-type: none"> - Slips, trips and falls - Injury from collision with passing bicycles 	Staff Volunteers Public	Low	<ul style="list-style-type: none"> - Inspect site and clear/mark potential trip hazards - Warn about potential trip hazards - Ensure sturdy footwear is worn (normally steel toe-capped or walking boots) - Keep vigilant of cyclists - Ensure volunteers do not walk on steep sloped paths - For volunteers with physical impairments that effect walking i.e. those with walking sticks, wheelchairs, walkers, mobility scooters etc., ensure they know which paths are accessible for them and which aren't. Not all paths are wheelchair accessible. 	High
Manual handling	<ul style="list-style-type: none"> - Back pain and damage in other muscles 	Staff Volunteers Public	Moderate	<ul style="list-style-type: none"> - Plan in advance any lifting of heavy or awkward items - Train all in safe lifting, carrying and moving techniques - Designate people to load and unload tools if necessary - Provide carrying aids i.e. wheelbarrows - Heavy items to be carried between two people - Limit number of tools any one individual carries 	High

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Personal attack	- Theft, injury, distress	Staff Volunteers Public	Low	- Leave no-one isolated on site. No lone working for volunteers. - Put personal valuables out of sight. Lock them away if possible. - If staff member is lone working, a separate risk assessment and safe system of work will be drawn up and implemented	High
Water in beck or river	- Drowning	Staff Volunteers Public	Low	- Be warned to keep a safe distance from bank edge - All volunteers to be warned of dangers of working near the river or beck - No river or beck work to be carried out in slippery or muddy conditions unless volunteers are in correct footwear - Waders to be used for instream works. A long stick to be used in silty areas to help navigate through water - Always bring throw line or rope when working near water	Medium
Emptying and stirring compost bin/heaps	- Cuts from spinney plants and sticks - Contact with rotten food waste - Food borne illness	Staff Volunteers Public	Moderate	- Wear strong gloves - Open sealed bags with care - Have necessary up-to-date vaccinations i.e. tetanus - Ensure cuts are protected from contact with food - Instruct all to wash hands before eating, drinking or smoking	High
Contact with soil borne micro-organisms	- Exposure to pathogens - Tetanus	Staff Volunteers Public	Low	- Wash hands before eating, drinking or smoking - Participants to wear gloves when working (except when using swinging tools) - Participants to be advised to have Tetanus inoculation - Any broken skin to be covered before work - Any cut received must be promptly washed and covered - Use tools or feet to move and firm soil, not hands - If hazardous substances are found on site, work will cease, and the site manager informed	High
Contact with underground services: electricity, gas, water	- Damage to services - Electrocutation	Staff Volunteers Public	Low	- Obtain services maps from utilities companies and check plans, to avoid digging within 1m of service - If digging within 5m of line, use only wooden handled spades - Watch for buried marker tape indicating pipe or cable and then dig to side not over marked area	High
Medical problems	- Volunteer falling ill - Volunteer with injury	Volunteers	Moderate	- First aider to be present - First aid kit to be taken out to area where working	High

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<p><u>Animals</u> Dogs , Dog faeces</p>	<ul style="list-style-type: none"> - Toxocariasis - Bites, distress 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Inspect work sites regularly - Use gloves and a plastic bag to pick up faeces to prevent contact with skin - If dog faeces come into contact with skin or clothes, wash with soap and water immediately -Put 'No Dogs Allowed' signs up where appropriate e.g. in play areas and ask people with dogs in these areas to leave 	<p>High</p>
<p>Bee and other insect stings</p>	<ul style="list-style-type: none"> - Allergic reaction 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Supervisor to be aware of potential problem - In case of severe reaction, seek immediate medical aid 	<p>High</p>
<p>Rats</p>	<ul style="list-style-type: none"> - Infection - Weil's disease from contact with infected rat urine 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Wear gloves when collecting litter or handling compost - Wash hands well after work and before eating 	<p>High</p>
<p><u>Weather conditions</u> Adverse weather; extremes of hot, cold, wet, blizzard</p>	<ul style="list-style-type: none"> - Sunstroke - Exposure/hypothermia - Slipping or falls on wet mud -Frostbite caused injury - Inability to feel cuts grazes etc. - Inability to use tools correctly due to loss of feeling - Disorientation; getting lost 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Staff and volunteers, visitors to wear suitable clothing and sturdy footwear in the likelihood of adverse weather - Sun block to be used when necessary - Stop work promptly if people are ill attired for conditions, in discomfort or the work is increasing in risk - Provide plenty of drinking water in hot conditions - Group supervisor to be notified if any participants are returning to centre/ site base, or if volunteers are leaving the site - Make sure all participants know way back to the centre / base or can go home if they need to - Stick to clearly defined paths - Avoid working in areas with snowdrifts - Do not work close to frozen water - Avoid periods of inactivity - Regular breaks as needed 	<p>High</p>

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<p><u>Use of hand tools</u></p>	<ul style="list-style-type: none"> - Cuts, splinters and other injuries - Damage to tools - Injury to person carrying tools and others - Theft of tools, trips and falls - Damage to back and other muscles - Injury to feet - Injury to other participants 	<p>Staff Volunteers</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Tools must be maintained in good condition and kept sharp - Inspect tools before use and do not use any that are damaged or have loose handles - Check handles are smooth and free from splinters - Check blades and prongs not split - Train all in correct use of tools - No regular gloves to be worn when using swinging tools, unless other hazards, eg. plant sap, are greater, or extra grip gloves are worn - Ensure correct tool is used for each job - Sturdy footwear with a firm grip must be worn - Instruction given in use of tools - Assessment of each volunteer on how they use tools - Brief all at start on safe carriage of tools - Carry tools at their point of balance, down by your side and with blades or tines pointing forward - Designate people to load and unload tools - Provide carrying aids eg. wheelbarrows - Keep all tools within sight - Return all tools to centre/ site base when leaving site, and keep site tidy - Ensure unused tools are stored safely in designated areas - Always lay spades, forks or shovels flat with blade or tines pointing downwards - Use leg muscles when digging and keep back straight - Make sure there is two handle lengths distance between you and any other participant 	<p>High</p>
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<p>Contact with plant Plant sap Japanese knotweed Nettles Hemlock Giant hogweed</p>	<ul style="list-style-type: none"> - Poisoning - Blistering - Irritation - Scratches - Splinters - Nettle stings - Toxins in plant are harmful to humans - Eye injuries 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Identify presence and location of hazardous plants including hogweed, hemlock, nettles - Plan work to avoid contact with hazardous plants - Identification of plants provided for all participants - Instructions given for handling - Information provided about the identified risks - Wear protective thick long sleeves and trousers when working close to hazardous plants - Wear protective gloves - Wash exposed skin thoroughly in warm soapy water, rinse and dry after any skin contact and before eating, drinking or smoking - Dispose of plant debris carefully - Exercise caution when carrying Giant hogweed (staff only) - To reduce the spread of Japanese knotweed participants should handling it where possible. 	<p>High</p>
<p>Brambles and thorny bushes</p>	<ul style="list-style-type: none"> - Cuts and punctures - Tetanus 	<p>Staff Volunteers Public</p>	<p>Moderate</p>	<ul style="list-style-type: none"> - Wear gloves and use litter-pickers to remove rubbish from brambles and other thorny bushes - Wear long sleeves to protect arms - People should obtain immunity and ensure that it is kept up date - Exercise caution when pulling out long stretches of bramble - Pile bramble cuttings in specified area 	<p>Moderate</p>

Reviewed: 1st May 2024 (Maria Gill, Green Corridors Officer)

