

Site Risk Assessment Form

Prepared by:	Susan Acton-Campbell	Date:	5th March 2011
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LOCAL HAZARDS APPROPRIATE TO THE SITE ON WHICH ACTIVITY IS TAKING PLACE
Refer to page 5 (Part 1) of H&S support pack. Also consider volunteer's abilities.

Hazard	Possible outcome	Persons at risk	Risk level Low Med High	Control measures	Who is responsible?
Wooden steps, steep slopes, grassy slopes on route leading to work areas	Slips, trips and falls	Volunteers	Low	Briefing to anyone not familiar with the site. Verbal warnings to be passed back from leader as steps are approached if steps are wet. In darkness all volunteers to carry torches.	Susan Acton-Campbell and other competent persons
Wooden steps, steep slopes, grassy slopes in work areas.	Slips, trips and falls	Volunteers	Med	Work to be stopped if raining heavily or ground very wet or icy. Briefing to anyone not familiar with the site, check footwear is suitable for task/area of work. Verbal warnings not to try and reach litter or saplings where volunteer is not confident of their footing. In darkness all volunteers to carry torches.	Susan Acton-Campbell and other competent persons
Dogs not on leads	May distract tool users, cause a fall or bite volunteers.	Volunteers	Low	Dog owners to be asked to control dog and to take it away from work area.	Susan Acton-Campbell and other competent persons
Bramble, hawthorn, blackthorn and gorse in work areas	Cuts/scratches	Volunteers	Med	Publicity recommends long sleeves to be worn Gloves provided. Volunteers to be advised to cover cuts and wounds, plasters available in 1st Aid kit. Advice to be given to thoroughly wash scratches on return home.	Susan Acton-Campbell and other competent persons

				Verbal warning to be given about tetanus risk especially with blackthorn	
Falling branches	Injury if hit	Volunteers	Med	In woodland check for loose hanging branches above work area and do not work in areas at risk from these falling.	Susan Acton-Campbell and other competent persons
Working in a public area	Public entering work area may be at risk from cut material, slips trips and falls	Public	Low	Use of signage or barriers is impracticable - volunteers will be asked to keep a look out for members of the public entering the area and take them to a safe area. Paths will be kept clear.	Susan Acton-Campbell and other competent persons

THESE HAZARDS MUST BE REASSESSED JUST BEFORE THE ACTIVITY TAKES PLACE.

Generic risk assessment forms applicable: General; Manual Handling; Tools Use

Activity risk assessment forms applicable: Litter Clearance; Scrub Clearance; Hedge Laying and Tree Pruning;

To Volunteer/Group Health and Safety Rep: - This form must be handed in to Community Parks Officer for the site before the activity takes place