

Fuzzy Drove Conservation Group WORK PARTY RISK ASSESSMENT

Activity Assessed	Activity Location	Assessment date	Assessed by/Responsible person
Clearance and replanting work	Fuzzy Drove	9th July 2015	Jenni Henderson

Hazard	Consequence/comment	Groups at risk	Controls/Actions	Residual Risk (High, Med, Low)
Slips, trips and falls	Potential for serious injury.	Volunteers and members of the public.	<ul style="list-style-type: none"> • Inspect site and clear or mark significant hazards • Keep site, tools and materials tidy • Wear sturdy footwear with a firm grip • Impress on participants the nature of woodland floor. 	M
Manual Handling	Strains	Volunteers	<ul style="list-style-type: none"> • Plan tasks in advance • Advise volunteers on manual handling basics • Encourage volunteers to work together to move heavier items • Encourage rest periods. 	L
Contact with hand tools	Cuts. Ranging from minor to major	Volunteers and members of the public.	<ul style="list-style-type: none"> • Inspect tools before and after each use • Do not use damaged tools • Maintain tools in a good condition and keep them sharp • Provide users with tool safety information before work commences • Use the correct tool for the job • Wear sturdy footwear • Wear gloves if other hazards are greater • Do not use when handles are wet/don't wear gloves if wet • Ensure firm and stable stance • Keep guards and covers on tools when not in use • Keep tools close to work party. 	L

Hazard	Consequence/ comment	Groups at risk	Controls/Actions	Residual Risk (High, Med, Low)
Personal attack	Personal injury	Volunteers	<ul style="list-style-type: none"> Do not leave anyone isolated on site or, Apply lone worker policy if on site alone Keep valuables out of sight Staff to carry mobile phone and check signal. Leave information regarding location and return time with colleagues. 	L
Food borne illness	Upset stomach	Volunteers	<ul style="list-style-type: none"> Ensure cuts are protected from contact with food Utensils to be clean Provide hand cleaning materials. 	L
Contact with soil borne micro-organisms	Infection	Volunteers	<ul style="list-style-type: none"> Wear gloves Clean hands before eating or drinking Provide hand cleaning materials Cover broken skin before working Wash cuts received and cover them promptly. 	L
Contact with plant sap	Skin rash	Volunteers	<ul style="list-style-type: none"> Identify hazardous plants on site and plan work accordingly (nettles, cow parsley) Wear long sleeves and trousers Wear gloves Clean exposed skin thoroughly before eating or drinking. 	L
Stings and bites	Serious if allergic	Volunteers	<ul style="list-style-type: none"> Ideally mitigate via ensuring a first aider to be present at every work party. If this is not possible ensure volunteers are aware of how to summon professional medical help if required. Ask participants whether anyone suffers from allergies Plan work to avoid exposure Where long sleeved and long legged clothing. 	L
Adder bites	Serious if not treated	Volunteers	<ul style="list-style-type: none"> Warn volunteers Wear thick shoes and socks. 	L
Lyme Disease (ticks)	Serious if not treated	Volunteers	<ul style="list-style-type: none"> Keep arms and legs covered when working Instruct volunteers to check for ticks Remove ticks as soon as they are spotted Once a tick is attached seek medical advice. 	L

Hazard	Consequence/ comment	Groups at risk	Controls/Actions	Residual Risk (High, Med, Low)
Hot Weather	Most work in winter.	Volunteers	<ul style="list-style-type: none"> • Avoid exposing skin • Work and rest in shade where possible • Monitor weather and people, stopping work promptly if people become ill or weather presents additional risks 	L
Bad weather		Volunteers	<ul style="list-style-type: none"> • Monitor and cancel activity if weather conditions become too severe. • Wear suitable shoes. • Encourage the wearing of suitable clothing. 	L
Dogs	Bites Minor – Major Faecal contamination	Volunteers	<ul style="list-style-type: none"> • Warn participants if the area is used by dog walkers. • Give advice to those who are scared of dogs about how to behave. • Suggest that people do not pet dogs in case the dogs' temperament is unstable. • Check site for dog faeces and remove (using dog poo bags provided at every working party). 	L
Repetitive movements	Muscle strain/RSI	Volunteers	<ul style="list-style-type: none"> • Participants should take regular breaks or alternate tasks 	L
Thorn injuries	Scratches Eye injuries	Volunteers	<ul style="list-style-type: none"> • Clear ground of material before kneeling • Wear gloves and goggles • Remove blackthorn thorns immediately • Warn volunteers of possible infection from blackthorn thorns 	L
Contact with branches, twigs and canes		Volunteers	<ul style="list-style-type: none"> • Advise of risk of injury to face and eyes in particular • Wear goggles, hard hats 	M
Restricted space		Volunteers	<ul style="list-style-type: none"> • Ensure safe working distances are adhered to • Limit volunteer numbers and monitor adherence 	L
Contact with dead animals		Volunteers	<ul style="list-style-type: none"> • Do not touch dead animals. • If appropriate, mark area and avoid. 	L

Hazard	Consequence/ comment	Groups at risk	Controls/Actions	Residual Risk (High, Med, Low)
Contact with hazardous articles e.g. glass, syringes		Volunteers	<ul style="list-style-type: none"> • Wear gloves • Do not touch syringes or other suspicious items. • If suspicious, advise work party leader who will inform BDBC for professional removal. 	L
Traffic		Volunteers	<ul style="list-style-type: none"> • Ensure volunteers are aware that Fuzzy Drove does have vehicular access from Kempshott Lane to the bollards. • Ensure volunteers are alerted to cars and move to the side. • Encourage volunteers to wear high-vis clothing. 	L

Review date	Reviewer	Comment
9/7/15	Zoe Channon, BDBC	Assessment updated to reflect Zoe's comments 17/7/15