

Health & Safety Risk Assessment COVID 19 update

Note: If you are classified as extremely vulnerable on health grounds, you are advised to continue shielding to keep yourself safe by staying at home and avoiding gatherings. If you are participating in outdoor volunteer work, if possible, wear gloves or hand sanitise at intervals and once you are home remember to wash your hands. Try to avoid using shared equipment. Remember to maintain social distancing.

In accordance with: Management of Health & Safety at Work Regulations 1999

Volunteer litter picking, grounds maintenance, gardening.				Location: Open Spaces – West Swindon		
ACTIVITY: Habitat Management		SCOPE: Litter picking, basic gardening practice, practical conservation work (vegetation clearance) using hand tools				
PERSONS AT RISK	HAZARD IDENTIFIED	WHAT COULD GO WRONG?	RISK BEFORE (H/M/L)	CONTROLS REQUIRED e.g. eliminate, reduce, isolate, training, instruction, equipment, PPE, SSoW etc	RISK AFTER (H/M/L)	ACTION Date & Resp..
Volunteers and Organisers	Transmission of Covid 19	<p>Close contact with an asymptomatic person transmitting the disease.</p> <p>Handling of contaminated equipment.</p> <p>Touching contaminated surfaces</p>	M	<p>All participants must confirm that they are safe and well and have no symptoms of Covid 19. Participants will be encouraged to bring and use their own equipment including gloves and face covering.</p> <p>Participants should social distance from each other at a minimum of two metres at all times of the activity. Organisers will need to stage collection and return of equipment in a way that observes social distancing. Hi Viz vests will not be provided during this period unless participants wear their own. Disposable gloves and alcohol gel will be available and should be applied by all.</p> <p>Organisers to ensure that equipment is wiped after each use, and, ensure gloves and bleach used to</p>	M-L	

				<p>clean all equipment. No less than 72 hours to lapse between uses of equipment.</p> <p>Applicants reminded to avoid touching any surface or pick up any material with their hands.</p>		
Volunteers	Slips, trips and falls	Head/back injury. Strains, sprains, muscle injuries and cuts & bruises	M	<p>Awareness of condition of ground i.e. wet, slippery, pot holes, undulating and steepness Wear suitable footwear i.e. boots with good grip and steel toe caps. Awareness of manual handling techniques Ensure work area is cleared as work progresses. Avoid heavy lifting or awkward carrying – leave heavy objects such as bin bags in situ for collection. People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards, including washing hands.</p>	L	
Volunteers	Lone working	Injury & possible death. Delay in emergency assistance	L	<p>Inform a nominated person (family or friends) of start / finish times. Familiarise yourself with the site Have a mobile phone for emergency contact</p>	L	
Volunteers	Cuts and lacerations	Injury or death	L	<p>Use the right tool for job, with safe use and maintenance. Wear gloves to protect hands against tool cutting edges and thorns. Carry a first aid kit. Anyone administering First Aid should ask the person to self administer as much as possible e.g. open and apply plaster to wound. People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards, including washing hands.</p>	L	
Volunteers	Exposure / Weather Conditions	Hypothermia or sun	M	<p>Wear suitable clothing for climatic conditions. Be aware of changeable weather. Wear a hat and</p>	L	

		stroke/heat exhaustion		<p>sunscreen if appropriate. Ensure in hot weather be aware of sun danger and consider tasks continuation if too hot. Drink plenty of fluids</p> <p>If cold ensure good clothing and layers, and not to work to long on-site.</p>		
Volunteers	<p>Natural and man-made hazards i.e. brambles, needles, etc</p> <p>Picking up and carrying sharp objects or broken glass</p>	Cuts, grazes and minor injuries	L	<p>Wear suitable clothing covering arms & legs in dense vegetation. Wear gloves. Use the picker at all times, if it difficult to reach with picker, leave it.</p> <p>Ensure there is access to a first aid kit, understand basic principles of first aid and report any incidents to the Parish Council.</p> <p>Do not pick up any discarded needles, report to the Council to arrange removal. Do not put any sharp objects such as broken glass or sharp, flattened cans into the handheld bin bag.</p>	L	

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Volunteers	Public and dogs	Confrontation and dog bites	L	Explain to people why the work is taking place. Avoid engaging contact with dogs.	L	
Volunteers	Bites, stings & ticks Diseases	Anaphylactic shock, infection, disease, wounds from a bite, swelling & Death	L	If have any allergies, wear medi-bracelet & carry personal medication. Carry a first aid kit Wear suitable clothing i.e long sleeves, trousers and gloves Take precautions to prevent infection through cuts and other body openings by wearing plasters on cuts and gloves. Seek medical attention if they become ill shortly after exposure. Wash hands before eating or drinking.	L	
Volunteers	Use of hand tools	Cuts, grazes and minor injuries	L	Hand tools only to be used that you are competent at using or have been trained to use. Wear suitable PPE for task and tool. Use safe manual handling techniques. Carry a first aid kit	L	
Date of original Assessment: 31.05.17		Date of this Assessment: 05.06.20	Review Date: September 2020	Reference No:	Name of Assessor: Paula Harrison	
<u>Overall Risk Rating (H, M L):</u> Low			Parish Managers signature:			