

RISK ASSESSMENT FORM

Location:	Committee:	
Manager/Supervisor:	Assessment Date: 07/11/20	Review Date 07/11/21
Assessors Name: Steve Haden Post: Volunteer	Assessors Name: Post:	Assessors Name: Post:

ASSESSMENT OF: Outdoor activities including but not exclusive to:- Gardening, growing of vegetables, environmental activities, community gatherings, cooking, BBQ's, Bushcraft sessions and workshops

Who can be harmed key:

S = Staff (paid or volunteers of the community project) **L** = Learner (public doing workshops) **P** = Public (anyone not involved directly with the project) **M** = New & Expectant Mothers **O** = Others

R (Risk) = (L) Likelihood x (S) Severity

Likelihood (L)

- 3 = Certain
- 2 = Likely
- 1 = Unlikely

Severity (S)

- 3 = Major Injury/ Widespread Loss
- 2 = Minor Injury/ Moderate Loss
- 1 = Slight or no injury / Minor or non-Loss

Risk (R)

- 1 - 2 Acceptable – ensure controls are maintained and adhered to (Low Risk)
- 3 - 4 Monitor and review control measures (Medium Risk)
- 6 - 9 Stop activity or process and improve control measures (High Risk)

Hazards	Who can be harmed?	Existing Control Measures (what are you already doing?)	RISK RATING			Are further controls necessary? <small>(if Yes please complete Action to be taken)</small>	Action to be taken	Action by Name:	Action by Date:
			L	S	R				
Working alone on site	S, P	System set up of log in and out of site with manager / supervisor. Mobile contact numbers passed for contact. Strictly NO use of powered equipment (eg equipment used via electrical generator, battery or fuel) to be used when working alone on site. Strictly no working from	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			

		heights							
Use of machines Risk of injuries following contact with moving parts of machinery.	S, L	All machines guarded according to manufacturers' instructions. Guards inspected regularly and maintained as necessary to ensure their good condition. Personnel have enough space at machines to work safely. Staff monitored by manager to ensure guards always used. All staff trained in safe use of machines by a competent person.	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Cuts and abrasions from general gardening operations (none equipment injury)	S, L	Safe working practices in place, 10 person first aid kit kept in a marked location with eye wash for dirt ingress. Clean water or sanitiser available for washing.	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Flammable materials	S, L	Flammable materials to be stored (outside) in correct HazChem container in accordance with manufacturer's instructions. Keep flammables to a minimum manager to monitor amounts of storage	1	1	1	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Covid 19 control of spread		Current, social distancing, PPE and guidelines from Scottish government are to				No <input type="checkbox"/> Yes <input type="checkbox"/>			

		be adhered to at all times							
Slips, trips and falls	S, L	Staff should be familiar with area & instruct others where they should walk, and supervise closely, especially on uneven areas. Appropriate footwear to be worn on site	2	1	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Use of general hand tools and bushcraft tools	L	Knives, Froe, Drawknife, Hatchet, Bush saw, Cross cut saw, hammer, all sharp bladed instruments – All personnel to be correctly trained in the use and safety of each item	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Manual handling Staff may suffer musculoskeletal disorders, such as back pain, from handling heavy/bulky objects, eg timber boards and machinery parts. Also risk cuts when handling tooling, or splinters when handling pallets	S, L, P	Staff trained in manual handling. Workbenches and machine tables set at a comfortable height. Strong, thick gloves provided for handling tooling and pallets. Systems of work in place for the safe and careful handling of equipment use for the community garden. Appropriate footwear to be used by all personnel in the working area. Working from heights to be as minimal as possible, all ladder used should be 'spotted' by a 'mate' for safety	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			

Contact with giant hogweed	S, L, P, O	Staff supervision. Cordon off area. Seek immediate medical attention if skin is in contact.	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
(Spare space)						No <input type="checkbox"/> Yes <input type="checkbox"/>			
Burns from naked flames, Fires	S,L	Ensure open fire will be contained by digging pit or stone circle, check tree canopy for ignition source. Ensure all stoves, fires, barbeques etc are completely extinguished after use. Ensure all fire fighting equipment is correct and in working order. Ensure all are aware of fire precautions and emergency procedures. Practice fire drills and first aid procedures. Have a first aider, first aid kit and emergency contact numbers. Qualified person in charge. Students only to cook under strict supervision and instruction. Student code of conduct, Adequate supervision. Proper instruction. First aider and first aid kit. Proper use of cooking facilities and utensils	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Harm resulting from contact with excrement, or animal carcasses while working on site	S, L	Existing cuts or abrasions to be covered by a clean waterproof dressing. Wear	1	1	1	No x <input type="checkbox"/> Yes <input type="checkbox"/>			

		gloves. Use litter pickers or shovel to uplift any carcasses. Wash hands thoroughly on completion of task. Site carry hand gel.							
Illness arising from poor hygiene having touched animals or their equipment	S, L	Ensure there are hand-washing facilities available. Bring hand cleansing gel. No eating during activity.	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Contact with giant hogweed	S, L	Staff supervision. Seek immediate medical attention if skin is in contact.	1	2	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Finding toxic waste	S, L	Call Dumb Dumpers 24 hrs 08452 30 40 90. Students to wear protective clothing. Staff supervision	1	1	1	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Lyme's disease (Ticks)	S, L	Discourage people from lying on the ground. Wear outdoor clothing ensuring arms and legs etc are covered during activity. Encourage learners to check themselves for ticks. Remove tick immediately ensuring head of tick is removed. Make appointment to see doctor. First aid kit / first aider.	1	3	3	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
Equipment Hand tools – Knives, saws, axes, etc.		<ul style="list-style-type: none"> • All equipment to be kept sharp and in a safe and serviceable condition. • All tools to be subject to regular inspection through competent person eg IOL Certificate in Bushcraft • Accidental loss of control and any damaged or unserviceable tools rejected for use. • Edged tools to be 							

	S,L	covered/sheathed and stored when not in use. • Correct tools to be used for each application. • brief clients on safe working practices and correct usage before use. • first aid kits and to be first aid qualified persons for large gatherings. • Clients to be made aware of safe working distances for tools. • Gloves are not to be worn whilst using hand tools	2	1	2	No x <input type="checkbox"/> Yes <input type="checkbox"/>			
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APPENDIX

Lyme Disease

Lyme disease is a bacterial infection that is spread to humans by infected ticks. Ticks (*Ixodes ricinus*) are tiny, spider-like insects found in woodland areas that feed on the blood of mammals, including humans.

Tick bites often go unnoticed and the tick can remain feeding for several days before dropping off. The longer the tick is in place, the higher the risk of it passing on the infection.

Lyme disease can affect your skin, joints, heart and nervous system.

What are the symptoms of lyme disease?

The earliest and most common symptom of Lyme disease is a pink or red circular rash that develops around the area of the bite, three to 30 days after someone is bitten. The rash is often described as looking like a bull's-eye on a dart board.

You may also experience flu-like symptoms, such as tiredness, headaches and muscle or joint pain.

If Lyme disease is left untreated, further symptoms may develop months or even years later and can include:

- muscle pain
- joint pain and swelling of the joints
- neurological symptoms, such as temporary paralysis of the facial muscles

Lyme disease in its late stages can trigger symptoms similar to those of fibromyalgia or chronic fatigue syndrome. This is known as chronic Lyme disease. A person with Lyme disease is not contagious because the infection can only be spread by ticks.

Unless in its early stages when a rash is present, diagnosing Lyme disease is often difficult as many of the symptoms are similar to those of other conditions. Blood tests are useful and important in acute infection but don't always confirm diagnosis.

Diagnosed cases of Lyme disease can be treated with antibiotics. Your course of antibiotics will depend on the stage at which your Lyme disease is at, but you will usually need to take them for two to four weeks.

How common is Lyme disease?

Lyme disease is the most common tick-borne infectious disease in Europe and North America. People who spend time in woodland or heath areas are more at risk of developing Lyme disease because these areas are where tick-carrying animals, such as deer and mice, live.

The UK Health Protection Agency (HPA) estimates that there are 2,000 to 3,000 cases of Lyme disease in England and Wales each year, and

that about 15%-20% of cases occur while people are abroad.

Parts of the UK that are known to have a high population of ticks include:

- Exmoor
- the New Forest in Hampshire
- the South Downs
- parts of Wiltshire and Berkshire
- Thetford Forest in Norfolk
- the Lake District
- the Yorkshire Moors
- the Scottish Highlands

Most tick bites occur in late spring, early summer and during the autumn because these are the times of year when most people take part in outdoor activities, such as hiking and camping.

Preventing Lyme disease

There is currently no vaccine to prevent Lyme disease. In 2002, a vaccine was introduced in America but it was later withdrawn due to concerns over side effects.

The best way of preventing Lyme disease is to avoid being bitten when you are in wooded or heath areas known to have a high tick population. The following precautions might help to prevent Lyme disease:

- Wear a long-sleeved shirt.
- Tuck your trousers into your socks.
- Use insect repellent.
- Check yourself for ticks.
- Check your children and pets for ticks.

If you do find a tick on your or your child's skin, remove it by gently gripping it as close to the skin as possible, preferably using fine-toothed tweezers, and pull steadily away from the skin.

Never use a lit cigarette end, a match head or essential oils to force the tick out.

Reference: <http://www.nhs.uk/conditions/Lyme-disease/Pages/Introduction.aspx>

Weil's Disease – Leptospirosis

Leptospirosis is a type of bacterial infection that is spread by animals. It is caused by a strain of bacteria called leptospira. Leptospirosis is a zoonotic condition, which means it is spread to humans by animals.

You can catch leptospirosis by touching soil or water contaminated with the urine of wild animals infected with the leptospira bacteria. In England and Wales the rates of leptospirosis are very low, so there is no reason why you should not participate in freshwater recreational activities, such as swimming, sailing, water skiing or windsurfing.

An expert in leptospirosis has estimated that the risk of contracting a leptospirosis infection by taking part in these types of activities is as low as 1 in 10 million.

However, if you are regularly involved in freshwater activities, it is a sensible precaution to cover any cuts and grazes that you have with a waterproof dressing because there are other waterborne infections that you can catch, such as hepatitis A (a viral infection) or giardiasis (an infection caused by parasites). You should also shower or bathe after freshwater activities.

Animals known to be carriers of the leptospira bacteria include:

- cows

- pigs
- dogs
- rodents, particularly rats

Once a young animal is infected, they shed the bacteria in their urine for the rest of their life. Most animals have no symptoms, but up to 1 in 10 infected dogs die from the disease.

Human to human transmission through sex is possible, but very rare.

Types of leptospirosis

There are two main types of leptospirosis infection:

- Mild leptospirosis is where a person develops flu-like symptoms, such as headache, chills and muscle pain.
- Severe leptospirosis is where a person goes on to develop severe, sometimes life-threatening symptoms, including organ failure and internal bleeding. This is caused by the bacteria infecting major organs, such as the liver and kidneys.

Mild leptospirosis is the most common type of leptospirosis, accounting for 90% of cases. It is unclear why a few people go on to develop serious symptoms.

Risk factors for developing severe leptospirosis include:

- being under five years old
- being over 65 years old
- already having a serious health condition, such as pneumonia

How common is leptospirosis?

Leptospirosis is most common in tropical areas of the world. However, it is becoming increasingly widespread in urban areas that have low levels of sanitation, such as in poor areas of large cities in the developing world.

Most cases of leptospirosis are sporadic (infrequent), although large outbreaks have been reported after flooding.

Globally, it is estimated that 10 million people will get leptospirosis every year. It is difficult to estimate exactly how many people die from leptospirosis because many cases occur in parts of the developing world where causes of death are not routinely reported.

In the coming years, it is anticipated that the number of cases of leptospirosis will continue to increase as a result of global warming and the expected increase in flooding. Some experts have estimated that the fatality rate from leptospirosis could be anywhere between 5 and 25%.

Deaths from leptospirosis tend to be higher in countries where access to good quality healthcare is limited.

Cases in England

Rarely, leptospirosis occurs in temperate climates, such as England. For example, in 2009, there were 33 reported cases of leptospirosis in England and Wales, 14 of which were acquired abroad.

Most cases either involved:

- people who regularly worked with animals and/or water, such as farmers and sewer workers
- people who took part in water-based activities, such as canoeing or sailing

In England, death rates for people with severe leptospirosis are much lower than in other parts of the world due to the quality of healthcare that is available. In 2009, there were only three deaths as a result of leptospirosis.

Outlook

Mild leptospirosis responds very well to treatment with antibiotics and most people will make a full recovery within a week.

Most people with severe leptospirosis will require admission to hospital so the functions of their body can be supported while the underlying infection is treated with injections of antibiotics.

Reference: <http://www.nhs.uk/conditions/leptospirosis/Pages/Introduction.aspx>

Other toxins

*The main effect is irritation that can be caused by skin contact with: ■ the wood; ■ its dust, ■ its bark (or even lichens growing on the bark); n its sap. Irritation can, in some species of wood, lead to nettle rashes or irritant dermatitis. These effects, from direct contact or cross-contamination to other parts of the body by hand, tend to appear on the forearm, backs of the hands, the face (particularly eyelids), neck, scalp and the genitals. On average, they take 15 days to develop. Symptoms usually only persist as long as the affected skin site remains in contact with the source of irritation such as the wood dust or sap etc. Symptoms subside when contact with the irritant is removed.

Sensitisation dermatitis is more

Problematic and is usually caused by skin exposure to fine wood dust of certain species. This is also referred to as allergic contact dermatitis and results in similar skin effects to those produced by skin irritants. However, once sensitised the body sets up an allergic reaction and the skin may react severely if subsequently exposed to even very small amounts of the wood dust. Rashes can appear on skin well away from the original point of contact.