
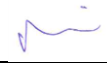












<b>Root &amp; Branch</b>	<b>Risk Assessment</b> In accordance the Management of Health and Safety Regulations 1999	Ref: RA0019 Date: 30 Jul 2017
--------------------------	--	----------------------------------

	<b>Task:</b> <i>Garden &amp; Poly-tunnel</i>	<b>Location:</b> <i>Root &amp; Branch</i>	
	<b>Name of Assessor:</b> <i>S.R. Coombs</i>	<b>Name of Reviewer:</b> <i>Mark Wild</i>	
	<b>Job Title:</b> <i>R &amp; B Health &amp; Safety Officer</i>	<b>Job Title:</b> <i>Trustee</i>	
	<b>Signature:</b> <i>S Coombes</i>	<b>Signature:</b> 	
	<b>Persons Potentially at Risk</b>		
<b>Operator</b>	<b>Other service users</b>	<b>Staff / Volunteers</b>	<b>Public /Other Contractors</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>

Operative PPE requirements for this operation										
										
Safety Boots	Coveralls	Gloves	Eye Protection	Face Protection		Hearing Protection	Hi Viz Vest/ Clothing	Dust Mask	Wellington Boots	Hard Hats
<b>N</b>	<b>N</b>	<b>Y</b>	<b>N</b>	<b>N</b>		<b>N</b>	<b>N</b>	<b>N</b>	<b>N</b>	<b>N</b>
<b>Specific PPE comments or requirement</b>										
Gloves										

Estimated Level of Risk (Based on Maximum Risk Identified)		
Low (1-4)	Medium (5-12)	High (13-25)
Yes	Yes, until properly trained	

Emergency Details			
<b>Nearest A &amp; E:</b>	<i>Great Western Hospital Swindon</i>	<b>Telephone No:</b>	<b>01793 604020</b>
<b>First Aid:</b>	<i>First Aiders listed on board in lobby</i>	<i>First Aid Kit in Kitchen</i>	<i>Additional Kits in Forge and Wood Shop</i>

Likelihood - L	Rating Given	Severity of Outcome - S	Rating Given
Highly Unlikely	1	First Aid injury or minor property damage	1
Unlikely	2	Minor injury or property damage	2
Medium	3	Potential lost time injury or short term ill health	3
Likely, may occur regularly	4	Major illness or injury	4
Highly Likely, certain or almost certain to occur	5	Fatal or disabling injury or serious ill health	5

Apply a rating to both **likelihood** and **severity** and then multiply together to give actual risk rating of a particular hazard

Hazard	Risk	L	S	R	Control Measures	L	S	R	Further Action Required
Defective Equipment	Defective equipment presents a risk of injury	3	3	9	<p><b>Service user training to ensure that before use,</b></p> <ol style="list-style-type: none"> <li>Service users to carry out a visual and physical, <i>implement to handle security</i> safety check.</li> <li>Garden wheelbarrows and trolleys to be checked for security of handles and wheel-ability, prior to loading and using.</li> </ol> <p><b>If defects are found then the, tool/wheelbarrow is not to be used, but to be taken to garden activity supervisor immediately.</b></p>	1	4	3	
Manual Handling	<p>Risk of injury &amp; Muscle strain From lifting heavy items, such as large plant pots, paving slabs and over laden wheelbarrows.</p> <p>Heavy digging can lead to muscle strain and friction blisters to hands.</p>	2	3	6	<p>Service users to be trained in recommended safe lifting techniques, as part of induction to gardening. <b>Emphasis to be given “If concerned in any way” then ask for assistance</b></p> <p>Wheelbarrows and trolleys Must Not be overloaded, Emphasis to be given to <b>“Two Trips of a half load, are safer and easier than one over laden one”</b></p> <p>Service users to be trained, in correct digging technique. When carrying out heavy digging, that if they feel <b>any strain or pain</b>, that they should stop immediately.</p> <p>When heavy digging a 15 minute break should be taken after every 30 minute digging session.</p>	1	3	3	

Hazard	Risk	L	S	R	Control Measures	L	S	R	Further Action Required
Slip, Trip and Fall	Risk of injury associated with slip, trip and fall.  Un-even pathways and wet weather conditions can prove extremely hazardous.	3	4	12	Garden activity leader to walk all garden pathways each week and report any deficiencies to the R&B manager, who will assign our hard landscape specialist to countermeasure any concern points.  Gardeners should wear sturdy and “grippy” footwear.  In adverse weather conditions, the garden activity leader should assign service user jobs that avoid known slippery areas.	1	4	4	
Cuts and Scratches	There is a risk of injury from cuts and scratches, that could then become infected leading to even more serious illness	4	4	16	Service users advised to wear gloves whenever possible, and that if they sustain a cut or nasty scratch, then they should have our first aider clean and treat it.	1	4	4	Investigate the supply of surgeon-type disposable vinyl gloves.
Sunburn or Sunstroke	Throughout the spring and summer season, staff, volunteers and service users, could be at risk of injury from exposure to the sun, such as sunburn or sun stroke	4	4	16	Staff, volunteers and Service users are strongly advised to regularly apply sun cream/lotion and wear a sun hat – which will be provided by R&B.	1	4	4	Service users to be advised at sunny day morning meetings  Review whether R&B should provide basic sunglasses that would provide Ultra violet protection
Germs & Soil Borne Diseases	Illness can be caused by skin coming into contact with Garden soil and compost.	4	4	16	Staff, Volunteers and Service User Gardeners, should try to wear protective gloves where ever possible. Everyone working in the Garden should be continually reminded to wash their hands regularly.  That if anyone feels stinging, burning or notices skin discolouration, then they should stop work immediately and report these concerns to the Garden Supervisor without delay.  Those Staff, Volunteers and Service Users should be encouraged to get and maintain a Tetanus Jab through their own GP surgery.  Cut proof Kevlar gloves are available from the woodwork dept. if required by anyone tackling stinging or prickly plants	1	4	4	Review whether R&B should provide special gardening soap similar to Swarfega, designed to give a deep clean effect to Gardeners hands.