| **Hazards** | **Person(s) at risk/type of risk** | **Risk Control Measures** | **Risk scores before control**  **measures introduced** | | | **Risk scores after control**  **measures introduced** | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| L | S | DR | L | S | DR |
| Slips, trips and falls | Volunteer gardeners: cuts, sprains, | Ensure surfaces tidy of debris and moveable objects; volunteers know where the first aid kits are and know how to use them. | 3 | 2 | 6 | 2 | 2 | 4 |
| Hazardous materials to control fungal, pests, weeds; petrol | Volunteer gardeners: skin irritation, vapour causing eye irritation, breathing difficulties | Use protective gloves, especially when handling concentrated liquids; follow manufacturer’s recommendations; make sure volunteers know where the first aid kits (including eye wash) are and know how to use them. | 3 | 2 | 6 | 2 | 2 | 4 |
| Sharp objects | Volunteer gardeners: cuts, or stabs from discarded “Sharps”, broken glass and other objects | Gardeners to use puncture resistant gloves, clean any wounds and use first aid kits. Contact 111 service for serious cuts and any puncture wounds from syringes. | 2 | 3 | 6 | 1 | 3 | 3 |
| Working alone | Volunteer gardeners: physical attack from strangers | Volunteers read understand and adopt the *Safety Tips for Working Alone.* | 2 | 4 | 8 | 1 | 4 | 4 |
| Fire | Volunteer gardeners using any petrol powered machinery: burns, serious injury | Regular volunteers are instructed what to do in the event of a fire with a record kept of when this was done and by whom, this to be repeated as a refresher annually; volunteers trained on use of extinguisher with records kept; store all tools, equipment and flammable materials away safely. | 2 | 3 | 6 | 1 | 3 | 3 |
| Use of power machinery | Volunteer gardeners: cuts, eye injury, serious injury | Use relevant protective equipment, ensure all power equipment is serviced every year when used frequently and before use if used very infrequently, make sure volunteers know where the first aid kits (including eye wash) are and know how to use them. | 2 | 4 | 8 | 1 | 4 | 4 |

Any accidents to be recorded in the accident book

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| --- |
| **Details of person(s) completing document:** |
| **Name and Signature(s):** | Paul Harper |  |  |
| **Position(s):** | H&S assistant |  |  |
| **Time and date completed:** | 14.16. 16 May 2023 |  |  |
| **Date for revision:**  NB: The revision date may besooner if significant changes are made to the work area or processes | | | |

**LIKELIHOOD** (L) = Frequent (5) - Probable (4) - Possible (3) – Possible (under unfortunate circumstances) (2) - Remote (1)

**SEVERITY** (S) = Fatal or catastrophic (5) - Major Injury (4) – Injury likely to require hospital or doctors visit (3) – Minor injury (First aid required) (2) – Minor injury (no first aid required) (1)

Degree of Risk (DR) = LIKELIHOOD (L) x SEVERITY (S)

DR Scores: 1-4 Acceptable; 5-9 Adequate; 10-16 Tolerable but must be reviewed in a timely manner to reduce risks further where possible; 17-25 Unacceptable – the activity must not go ahead without extra remedial measures