# Risk assessment template

## Company name: Barn Fork to Fork Community Garden Assessment carried out by:  Mary Davis and Ian Henry, Coordinators

## Date of next review: 15/08/2024 Date assessment was carried out: 15/02/2024

| What are the hazards? | Who might be harmed and how? | What are you already doing to control the risks? | What further action do you need to take to control the risks? | Who needs to carry out the action? | When is the action needed by? | Notes |
| --- | --- | --- | --- | --- | --- | --- |
| Animal Manures:Farmyard manure (horse/cattle) | Who: coordinators, volunteers, and visitorsHow: Microbial contamination (potentially pathogenic) | Instruct anyone working with manure to wear gloves, wash hands thoroughly at the competition of task | Continue doing what we are doing | All | Ongoing |  |
| Bees, wasps, and insects | Who:oordinators, volunteers, and visitorsHow: stings, bites | Seek first aid if stung | Update records of volunteers to include allergies and medical requirements | Coordinators | Ongoing | First Aid Box in Shed. |
| **Chemicals****Including Petrol** | Who: coordinators, volunteers, and visitorsHow: Inhalation, skin, or eye contact | Not using chemical pesticides, insecticides, weedkillers in community gardenNo Petrol on site- do not have a Petrol mower. | Continue being chemical and Petrol free. If deemed necessary in future to use Chemicals/ Petrol a COSHH risk assessment to be carried out. | Coordinators | Ongoing | Do not have a Petrol Mower |
| **Climbing** | Who: coordinators, volunteers, and visitorsHow: Falling | Instructed that no climbing is permitted in the garden | Continue doing what we are doing | All | Ongoing |  |
| **Composting:****Potting compost** | Who: coordinators, volunteers, and visitorsHow: infection from airborne particles from dry compost | Potting compost bags are opened when needed and head is turned away from the bag when opening.to wear gloves when working with compost | Continue what we are doing | All | Ongoing |  |
| **Composting, handmade compost and composting** | Who: coordinators, volunteers and visitorsHow: infection from airborne particles, flies, vermin | Have no handmade compost heap  | When we have a compost heap:Adult Co-ordinators/ volunteers only to turn the compost heap. To wear gloves and masks when doing so. Limited food waste is used to avoid flies and vermin. | Co-ordinators/volunteers | Before compost heap is planned and started |  |
| **Fire** | Who: Coordinators, volunteers, and visitorsHow: dangers from heat, smoke, and fire | Fires including bonfires not permitted in community garden.Emergency exits always kept clearWater source and buckets in garden | Emergency evacuation procedures to be in place and understood by all participants | Coordinators | Ongoing |  |
| **Manual handling and lifting** | Who: coordinators, volunteers, and visitorsHow: injury, strains, and sprains | No one to lift items beyond their capability. Not to overfill wheelbarrowUse alternative methods to move heavy or large items eg. Trolly or wheelbarrow | Continue doing what we are doing | All | Ongoing |  |
| **Plants** | Who: coordinators, volunteers, and visitorsHow: Ingestion, allergic reaction, flicking branches, thorns and stings, eye injuries from plant supports | Control of poisonous plants through removing from the siteEncourage gloves to be worn and hands washedVisitors to be made aware of any poisonous, stinging and thorny plants and fungi. | Label clearly any poisonous plants eg digitalisDetermine individual allergies through the induction and registration formCanned plant supports to have all tops on them to reduce eye injury | Co-ordinators | ASAP |  |
| **Soil and unintended animal manures from cats, dogs, and foxes** | Who: coordinators, volunteers, and visitorsHow: Tetanus, ToxoplasmosisSkin IrritationSoil blowing into eyes | Check the garden on opening days and remove any mess wearing gloves and disposing in outdoor waste binWash hands after removal of the wasteHands must be thoroughly washed at the end of each session.Gloves to be worn when working with the soil | Continued checks and raised awareness for volunteers. | Coordinators/Volunteers | Ongoing |  |
| **Surfaces and pathways** | Who: coordinators, volunteers, and visitorsHow: Slips, trips, and falls | Ensure pathways are clear of any obstacles eg. Hose, tools etc.The paths are kept weed free, so it is clear where the path edges are. | Continued maintenance of pathways and grassed areasContinued awareness of keeping pathways clear of clutter and uneven surfaces | Coordinators and volunteers | Ongoing |  |
| **Tools** | Who: coordinators, volunteers, and visitorsHow: Injuries, trips, minor cuts and bruises | Every person working in the garden will have a tool induction and are given instruction and/or demonstration on how to safely use them.Tools are maintained to be safe to use and if any become unsafe then coordinators are made aware of thisTools are stored in a locked shed which is only open on gardening daysNo power tools or lawn mowers are in use in the garden | Continued regular maintenance of toolsIf power tools or lawn mower is required in the garden then only nominated individuals will use them | Coordinators/ volunteers | Ongoing |  |
| **Water/ hosepipes/ water butt/ponds** | Who: coordinators, volunteers, and visitorsHow: slips, trips, falls, drowning, drinking, washing hands, water borne infections | The garden does not have a pond or water buttWe have an outdoor tap which supplies water suitable for drinking and watering plants | If a water butt is installed then further risk assessment to be carried out | Coordinators | Ongoing |  |
| **Weather** | Who: coordinators, volunteers, and visitorsHow: sunburn, sunstroke,dehydration,hypothermia, slipsand falls. | Advise volunteers to wear appropriate clothing for hot, cold, wet, windy weatherEveryone to apply their own sunscreen and hatsWe have an outdoor tap with drinkable water. | Continue to do what we are doing | All | Ongoing |  |

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

Published by the Health and Safety Executive 10/19