# 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 visitors  How: 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 visitors  How: Inhalation, skin, or eye contact | Not using chemical pesticides, insecticides, weedkillers in community garden  No 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 visitors  How: 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 visitors  How: 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 visitors  How: 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 visitors  How: dangers from heat, smoke, and fire | Fires including bonfires not permitted in community garden.  Emergency exits always kept clear  Water 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 visitors  How: injury, strains, and sprains | No one to lift items beyond their capability. Not to overfill wheelbarrow  Use 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 visitors  How: Ingestion, allergic reaction, flicking branches, thorns and stings, eye injuries from plant supports | Control of poisonous plants through removing from the site  Encourage gloves to be worn and hands washed  Visitors to be made aware of any poisonous, stinging and thorny plants and fungi. | Label clearly any poisonous plants eg digitalis  Determine individual allergies through the induction and registration form  Canned 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 visitors  How: Tetanus, Toxoplasmosis  Skin Irritation  Soil blowing into eyes | Check the garden on opening days and remove any mess wearing gloves and disposing in outdoor waste bin  Wash hands after removal of the waste  Hands 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 visitors  How: 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 areas  Continued awareness of keeping pathways clear of clutter and uneven surfaces | Coordinators and volunteers | Ongoing |  |
| **Tools** | Who: coordinators, volunteers, and visitors  How: 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 this  Tools are stored in a locked shed which is only open on gardening days  No power tools or lawn mowers are in use in the garden | Continued regular maintenance of tools  If 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 visitors  How: slips, trips, falls, drowning, drinking, washing hands, water borne infections | The garden does not have a pond or water butt  We 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 visitors  How: sunburn, sunstroke,  dehydration,  hypothermia, slips  and falls. | Advise volunteers to wear appropriate clothing for hot, cold, wet, windy weather  Everyone to apply their own sunscreen and hats  We 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/)

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