

Health and Safety - risk log for Meadow Orchard site

Be aware of hazards and risk. Take care of yourself and others.

Please note: Parents/carers are responsible for supervising children under age 16.



Risks and hazards	Ways to work safely
Lone working	Always carry a charged mobile phone if visiting the site or undertaking activities alone. If you feel vulnerable or unsafe in any way leave immediately or seek help. Never undertake higher risk activities when working alone, such as working at height.
Trips Ant-hills Uneven ground Holes/roots in ground Objects and borders	Walk on pathways. Ensure pathways are cleared and checked for hazards. Remove roots/stubs/holes/foliage/obstructions from pathways. Always keep work areas tidy and don't leave tools around, remove clippings and plant material. Make sure bed borders are visible, secured and maintained. Put up borders around habitat zones such as ant-hills and long-grass. Lay woodchip in muddy areas.
Falls Falling from height	PLEASE DO NOT CLIMB TREES. If working at height, use a safe ladder or platform on an even surface, ask someone to hold the ladder or tie ladder securely. Plan out the work and tools needed. Never work at height alone. Only designated people should work at height above 3m and a safety harness must be worn at all times
Tools injury	Take care when using tools, especially if you are unfamiliar with how to use the tool correctly. Demonstrate safe handling methods to volunteers who are unfamiliar with tools. Scythes should only be used by those who have been inducted and been shown safe use. Don't leave tools lying around, and store safely when not in use. Maintain tools so they are safe to use. Never use faulty tools.
Sharps injury Glass / Metal / Nails / Thorns	Wear protective gloves when handling thorny material or materials with nails. Take care when handling rubbish that may contain metal or glass – use gloves. Dispose of sharp material safely. Never store timbers with protruding nails in timber stores.
Strains Heavy work Lifting Repetitive strain	Alternate digging, heavy or repetitive work with other activities, take regular breaks and stretch before and after. Use a kneeling pad for working at ground level. Use safe lifting procedures and bend knees. Use a trolley or wheelbarrow for moving bulky/heavy items. Never lift anything heavy alone or if it causes strain. Always test the lift first. Ask for help.
Eye injury Branches, garden canes, pruning, flying shrapnell	Check the site for sharp or protruding objects at eye level. Cut back branches in main pathways. Put stoppers on canes to avoid sharp ends. Use safety goggles when pruning above head height. Use safety goggles for activities where there is risk of flying materials.
Machinery	Use of machinery is not permitted and not covered under insurance for general activities.
Burns / scalds / smoke inhalation Open fires Storm kettle / rocket stove for boiling water Cob oven Cooking stoves	Only small open fires are permitted in designated locations. Young children should always be supervised close to fires. Fires should be attended at all times by a designated responsible adult. Never leave a fire or cooking stove unattended. Always use fire retardant gloves when using the storm kettle and cooking on an open fire. Make sure there is a water/sand fire bucket close by. Make sure a fire-blanket and burns kit is available. Only use seasoned dry natural wood. Do not use painted, treated or wet unseasoned wood. The cob oven should only be used by people who have had an induction into correct fire-making. Do not light a fire in very windy, hot or dry conditions. Always fully extinguish fires before leaving the site.
Pond	YOUNG CHILDREN SHOULD BE SUPERVISED CLOSE TO POND AREA. The pond is particularly deep in the centre approx 5 -6ft during Winter and Spring Wash your hands if you come in contact with pond water due to water-bourne pathogens.
Allergic reaction Bee sting Plants, food	ANAPHYLAXIA (severe reaction) - CALL AN AMBULANCE IMMEDIATELY Those susceptible should always carry their own epi-pen and self-administer if they are experiencing a severe allergic reaction. A First Aid trained person can administer only if the person is unconscious.
Heat stroke / Sun burn	Use sun block. Wear hats in very hot weather, take regular breaks in shade, drink plenty of water.
Animal faeces	Avoid handling and use gloves if necessary, wash hands with soap if you come in contact.
Contact with soil, compost and hazardous plants	Wear gloves when gardening. Wash hands after handling soil, compost and manure. Find out what plants may cause reactions or are poisonous. Avoid handling or use gloves, and wash hands if you come in contact.
Risk assessment	Read any risk assessments that have been prepared for an activity you are undertaking.

FIRST AID BOXES ARE LOCATED IN THE TOOL SHED AND COMPOST TOILET

Please report all incidents (and near misses).