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| **SWT green logo** | | **RISK ASSESSMENT** | | | **Risk Assessment**  **Number:** | **CW004** |
| **Task/Activity/Area:** | Generic land based sites | | | | | |
| **Notes:** | Includes: Woodland, meadow, heathland, near streams and ponds.  For volunteers, forest school, outreach, nature tots, wildlife watch, wildlife rangers and youth rangers | | | | | |
| **Assessor(s):** | Mike murphy | | **Assessment Date:** | September 2020 | **Next Review:** | September 2021 |

**\* Risk calculation based on existing control measures**

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| **Hazards and Risks** | **Those at Risk** | **Existing Controls** | **Severity** | **Likelihood** | **\* Risk Level** | **Further Actions Required** |
| Vehicle Collision, car park, roads and tracks | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Supervise participants in car park and driveway, Hi-vis to be worn by leader if appropriate (7SCP road crossing, WM car park), walk on pavements. Use road crossings where appropriate.  Group leader to brief participants on high risk areas on arrival and before moving away from car parks. | 5 | 1 | 5 | 7SCP – large school groups: high vis and spotters on A259. |
| Slips, trips and falls on debris, mud, tree roots, animal holes, uneven ground. Ankle injuries | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Suitable footwear for weather/ground conditions. Boots and wellies provide ankle support, recommended. Suitable tread on soles. | 3 | 1 | 3 | If possible; On the day site inspection by group leader before group arrives. Check ground condition and site specific hazards. Tape off/raise awareness of new/increase hazards. |
| Disease from leaf litter, water bodies  Weil’s disease | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Warn about Weil’s disease. Do not expose fresh cuts to water and soil  Ensure hand washing equipment / hand gel is available, especially before eating | 3 | 1 | 3 | Hand washing / hand gel |
| Poisoning from Fungi | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Advise not to touch any fungi.  Never taste fungi  Hand washing facilities available. | 4 | 1 | 4 | No take |
| Poisonous plants and berries including Arum Lilies, bracken.  Thorns including blackthorn.  Photo toxic sap including giant hog weed. | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness of thorns and less obvious toxic or harmful plants like bracken and giant hog weed.  If tasting edible berries such as blackberries ensure group are able to identify (consider the learner’s abilities) – you may need to check all collected berries before tasting. Consider accompanying staff. | 4 | 1 | 4 | Picking blackberries or nettle leaves for consumption only as part of an organised activity where leaders can check plants / berries/ nuts |

**\* Risk calculation based on existing control measures**

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| **Hazards and Risks** | **Those at Risk** | **Existing Controls** | **Severity** | **Likelihood** | **\* Risk Level** | **Further Actions Required** |
| Dog attacks | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Share strategies with group to help manage a dog situation. For example: place hands on shoulders and look away from dog. Calm, no running or calling to excite dog.  Ask owner to keep dog under control. | 3 | 1 | 3 | Report regular incidents of dogs not under control to local authority community/dog wardens and keep records to raise awareness to other staff. |
| **Livestock and trampling** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Take advice from any signage.  Avoid walking a large group of people through the middle of a herd - walk around the herd and leave space for cattle and horses to move away from group.  If concerned find another route. | 4 | 1 | 4 |  |
| **Adder bites and insect stings (bee and wasp)**  **Anaphylaxis** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness of possible locations of adder sites, wasp and bee nests.  Any allergies of volunteers known through volunteer registration forms and group leader to check they are carrying medication.  Accompanying school / nursery staff should know location of medication if required for individual participants. | 4 | 1 | 4 | Check accompanying school/nursery staff have epi pens and group allergy information to hand. |
| **Ticks and Lyme’s disease** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness especially in peak summer time.  Long trousers and closed toe shoes recommended.  Advise: check body at home.  Follow NHS advise re removal and monitoring  <https://www.nhs.uk/conditions/lyme-disease/> | 3 | 1 | 3 | Tick removal tweezers included in 1st aid kit. |
| **Nettles and brambles – cuts and stings** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness – less experienced learners/ volunteers. | 1 | 1 | 1 |  |
| **wet boardwalks – trips, slips and sprains** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness re wet board walks and steps.  Weather conditions and group dynamic will determine level of advice. | 3 | 1 | 3 | Inform site manager / owner.  Cover boards with non-slip surface e.g. chicken wire |
| **Drowning**  **Falling into shallow stream, rivers pond, lake** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness.  Supervision near bodies of water if participants are exploring/working in shallow water or nearby deeper features such as ponds and rivers.  Participants not to be left alone near open water. Volunteers working in pairs so they always have a spotter/buddy. | 4 | 1 | 1 | Carry throw line near rivers and lakes |
| **Low branches - eye injury, cut / scratch to face** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Remove low pointy branches in areas of high activity e.g. around fire circle or busy footpaths.  Safety goggles provided For volunteers working in dense scrub or where eye level branches/thorns may be concealed. | 3 | 1 | 3 |  |
| **Barbed wire** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness  Highlight if hidden in a regularly used site | 3 | 1 | 3 | Remove if possible |
| **Rubbish on site including sharps and faeces** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Visual inspection on arrival.  Remove if possible.  If removal is not possible, move activity area away from sharp objects or faeces.  Handwashing or hand gel available in event of faeces contamination | 3 | 1 | 3 | Sharps box might be needed in some more public locations |
| **Contractors/rangers on site. Injuries from machinery, vehicles, tree felling and strimmer.** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Communicate with land managers and contractors.  At least 2 tree lengths away from tree works  Avoid site if required / cancel session if no alternative | 4 | 1 | 4 | Forestry England provide good notice for tree works (Friston Forest) |
| **Falling from cliff/quarry edge**  **Under cliffs – rock fall and cliff collapse** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Raise awareness. Stay well away from Cliff or quarry edge. Stick to footpaths.  Unstable cliffs such as Hope Gap, stay 2 x cliff height away.  Keep well away from cliff base at 7SCP. | 4 | 1 | 4 |  |
| **High winds and falling branches**  **Chalara – Ash die back** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Cancel event if High winds/ Gale Force.  Observe canopy and root bases for displacement  Retreat from woodland if unexpectedly gusty.  Visual check of canopy in activity zone for obvious dead hanging branches, limbs and trees. Move group away so participants are not at risk of falling debris, especially during windy conditions.  If there is evidence of infected tree’s (branches lack leaves in Spring and Summer) inform the landowner, the work site is to be moved far enough away so as participants are not at risk from falling debris and follow usual canopy and root observations.  Cancel Event where this is not possible. | 4 | 1 | 4 | Inform landowner of trees that appear hazardous e.g. large dead limbs. We are not arborists but can raise awareness of changes to the site |
| **Exposure – heavy rain, extreme cold, heat wave: Hypothermia, sunburn/sunstroke** | SWT staff, volunteers, school groups (adults and children), children and accompanying adults | Full water proofs, spare clothing, full change of clothing in waterproof (non-plastic) bag recommended. Long sleeve clothing recommended to all. Sun screen and hats to be worn. Water available at all times.  Groups advised to carry plenty of drinking water | 3 | 1 | 3 |  |
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**CALCULATION OF RISK LEVEL**

**(Severity x Likelihood = Risk Level)**

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| **Severity** | | **Likelihood** | | **Risk Levels** | |
| 1 | Very minor Injury | 1 | Highly Unlikely | 1 – 2 | Very Low Risk |
| 2 | First Aid Injury or Illness | 2 | Unlikely | 3 – 6 | Low Risk |
| 3 | 7 Day Injury or Illness | 3 | Likely | 7 – 11 | Medium Risk |
| 4 | Major Injury or Illness | 4 | Very Likely | 12 – 15 | High Risk |
| 5 | Fatality/Disabling Injury or Illness | 5 | Certain to Happen | 16 – 25 | Unacceptable Risk |