

Risk assessment



Activity / Event name: Working party in church yard Date of risk assessment: July 2023 Review Date: July 2024			Assessor Name: H&S Officer Name: Brian Cook	Signed: Signed:	
Activity	Who might be harmed?	What are the hazards?	What do you need to do to control this risk?	Action by who?	Action when?
Weeding	Volunteer	Injury to knees	Use a kneeling mat of some sort	volunteers	ongoing
Weeding	Volunteer	Injury to back	Don't over reach; take regular breaks	volunteers	ongoing
Weeding	Volunteer	Being cut or hurt on glass, needles or nettles	Wear appropriate gardening gloves	volunteers	ongoing
Pruning bushes or trees or cutting branches	Volunteer Passers-by	Cuts, amputation!	Wear gloves, long sleeves, and long trousers to protect skin from being scratched by falling debris Training in using the equipment Keep hands out of the way of the blades; minimum of 18 years of age using equipment. Cone off the area if near a path, or people are likely to pass by; work in 2s if there are big, heavy branches being cut	Churchwardens/volunteers	ongoing
Tidying up	Volunteer	Cuts from glass, needles, etc	Wear appropriate gloves	volunteers	ongoing
Tidying up	Volunteer	Back injury	Bend knees; check the weight before attempting to lift anything.	volunteers	ongoing
Strimming	Volunteer/passers-by	Cuts, amputation!	Minimum 18 years of age using the equipment. Wear steel-cap boots/gloves	volunteers	ongoing

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Strimming	Volunteer	Flying debris – cuts, eye injury	Minimum 18 years of age using the equipment. Wear eye protectors/ear defenders Ensure no-one else is near when using the strimmer	volunteers	ongoing
Mowing the grass	Volunteer	Flying debris – cuts, eye injury. Tripping or falling – hidden stone work, loose grave stones, loose masonry, uneven ground	Wear eye protectors; ensure no-one else is near when using the mower. Minimum 18 years of age using the equipment. Be aware of surroundings. Wear appropriate gloves/ear defenders	volunteers	ongoing
Emptying public litter bins	Volunteer	Injury to back. Cuts from contents.	Don't attempt to lift; sort from ground between recyclable / non-recyclable contents. Wear appropriate gloves	volunteers	ongoing
Clearing fallen leaves	Volunteer	Back injury	Never overreach when using rake. Use long handled grabber to load bin. When cleaning entrance to undercroft, sweep leaves /debris to bottom before loading bin. Be aware of surroundings. Tools are in garage – churchwardens have keys; liaise with them for access	volunteers	ongoing