

# RISK ASSESSMENT

GREEN SPACE VOLUNTEERING	
<b>Location:</b>	Larkins Lane field, Headington, Oxford, OX3 9DP <b>What 3 Words location for entrance:</b> ///economies.market.suffer
<b>Description of Task:</b>	Lopping, chopping, scything, raking & moving cut vegetation to open up the field, improve the habitats and access for visitors' enjoyment.
<b>Activity Leader:</b>	Rod d'Ayala
<b>First Aider:</b>	TBC
<b>Nearest A&amp;E dept:</b>	John Radcliffe Hospital, Headley Way, Headington, Oxford OX3 9DU

## Volunteer's Checklist:

### What to bring...

- Your own gardening gloves, hydration (hot and cold), an energising snack, sturdy shoes/boots and weather-suitable layers.

Hazards to consider with potential to cause harm	Who is at risk?	Level of risk H/M/L	Precautions to reduce risk	When?	New level of risk H/M/L
<b>Health conditions, disease, illness and sickness</b>					
Individual health conditions	All	L	<ul style="list-style-type: none"> <li>Individuals should complete the OPT registration form before attending volunteering and make OPT aware of any new or changes to health conditions.</li> <li>Individuals to responsibly <b>manage</b> their own health needs e.g. diabetes etc</li> <li>Make the Activity Leader aware of any relevant health conditions e.g. allergies.</li> </ul>	Before; during; after	L
Exposure to COVID-19	All	L	<ul style="list-style-type: none"> <li>Follow latest government &amp; NHS <b>guidelines</b></li> <li>Do not attend the session if you have tested positive for COVID-19</li> <li>use hand <b>sanitiser</b> before handling food</li> <li>use gloves when collecting litter</li> </ul>	Before; during; after	L
Poisoning & allergic reaction from natural sources e.g. berries; bee and wasp stings; nettles; refreshments	All	M	<ul style="list-style-type: none"> <li>Individuals be aware of own allergies, treatments and act responsibly. Those who require an <b>auto-injection device</b> or <b>medication</b> to carry these at all times and make the activity leader aware.</li> <li>wear <b>gloves</b></li> <li><b>no eating of unknown foraged</b> items during the session unless included in task</li> <li>be made aware of <b>refreshments</b> and good hygiene prior to handling refreshments</li> <li><b>keep away</b> from known bee/wasp nests</li> </ul>	Before; during; after	L
Risk of tick bites	All	H	<ul style="list-style-type: none"> <li>Be aware of risk of ticks and Lyme disease</li> <li>long <b>trousers</b> and <b>sleeves</b> to be worn in season</li> <li>check yourself carefully after visit, especially waist, legs and armpits.</li> <li>Remove with a twist, but ensure all mouthparts come free, if in doubt visit GP.</li> </ul>	During; after	L
Risk of waterborne diseases	All	M	<ul style="list-style-type: none"> <li>Be aware of the risk of being in contact with contaminated water</li> <li>Take usual precautions</li> </ul>	During; after	L
<b>Injury</b>					
Slips, trips and falls on uneven paths and slippery surfaces	All	H	<ul style="list-style-type: none"> <li>Check paths at the start of the work party, make volunteers aware of risks and restrict access with hazard tape if necessary</li> <li>Take care on uneven or wet ground/surfaces e.g. wooden boardwalk/bridges/pontoons.</li> </ul>	During	M

# RISK ASSESSMENT

Hazards to consider with potential to cause harm	Who is at risk?	Level of risk H/M/L	Precautions to reduce risk	When?	New level of risk H/M/L
			<ul style="list-style-type: none"> <li>• Wear appropriate footwear</li> </ul>		
Weather conditions: sun burn; heat stroke; heat exhaustion; chills.	All	M	<ul style="list-style-type: none"> <li>• <b>Check</b> weather on the day of the activity and make changes to activity if necessary.</li> <li>• Bring sun cream / wear <b>appropriate clothing</b>, water proofs and warm layers</li> <li>• <b>restrict</b> work near trees during high winds or after storms, use hazard tape if necessary</li> <li>• reduce time of activity in hot weather</li> <li>• remain hydrated.</li> </ul>	Before; during	L
Using tools	All	H	<ul style="list-style-type: none"> <li>• Electric or motorised tools and scythes should only be used by those <b>trained</b> to use them</li> <li>• ask leaders for demonstration of tool use if unsure</li> <li>• correct <b>PPE</b> e.g. gloves, eye protectors</li> <li>• maintain a safe working distance</li> <li>• volunteers to ideally have up to date <b>tetanus</b> vaccinations</li> </ul>	During	M
Thorns, twigs & branches	All	H	<ul style="list-style-type: none"> <li>• <b>Gloves</b> to be worn where needed</li> <li>• <b>check</b> all paths for clearance and overhanging branches, <b>restrict</b> access with hazard tape if necessary &amp; do not take unnecessary risks</li> </ul>	During	L
Lifting/carrying loads that are: heavy; bulky; unpredictable; sharp; hot	All	M	<ul style="list-style-type: none"> <li>• Lift only what is <b>comfortable &amp; alternate</b> activity to prevent strain</li> <li>• ensure <b>enough</b> volunteers are allocated to a task to minimise back injuries</li> </ul>	Before; during	L
Pets, wild animals and livestock	All	L	<ul style="list-style-type: none"> <li>• do not touch or approach dogs or wild animals on site</li> <li>• work <b>away</b> from livestock</li> <li>• make other volunteers aware of any risks you observe</li> </ul>	During	L
Open water	All	H	<ul style="list-style-type: none"> <li>• <b>Stay vigilant</b> when working near the water</li> <li>• Always work in pairs or more near water</li> <li>• Do not stand or walk on frozen water bodies</li> </ul>	During	M
Roads and vehicles	All	M	<ul style="list-style-type: none"> <li>• Leader to provide appropriate <b>PPE</b> as necessary &amp; all to take reasonable safety precautions near roads</li> <li>• Spread out and share warnings to keep aware of risk.</li> </ul>	During	L
Litter / flytipping	All	M	<ul style="list-style-type: none"> <li>• Use gloves when collecting rubbish and strong bags. Do not overfill.</li> <li>• Inform activity leader if needles or syringes found, for advice on disposal.</li> </ul>	During, after	L
<b>Hazardous substances (COSHH)</b>					
Hazardous substances e.g. lawn mower petrol; wood treatment substances	All	H	<ul style="list-style-type: none"> <li>• Avoid their use where possible</li> <li>• only handle hazardous substances if instructed &amp; have been informed of risks</li> <li>• wear appropriate PPE e.g. gloves, goggles</li> <li>• remain in well ventilated space</li> <li>• substances to be substituted for less harmful forms where possible</li> <li>• report spillages or anything untoward to activity leader</li> </ul>	Before; during; after	M
<b>General awareness</b>					
Members of the public	All	M	<ul style="list-style-type: none"> <li>• Be aware of people visiting the green space and make them aware of keeping clear of activities which may put them at risk as appropriate.</li> <li>• Be mindful that you are a representative of OPT whilst undertaking activities.</li> </ul>	During	L

<b>Risk Assessment Completed by:</b>	<b>Job Title:</b>	<b>Date of update:</b>
Hannah Brockwell	Green Spaces Officer (OPT)	13/04/23