

Colwall Orchard Group: Activity Risk Assessment: ARA20 - Allotment Gardening

RISK	Inc likelihood →			Level of Risk	Action	
	1	2	3			
Inc. severity →	1	1	2	3	1-2	Low risk: no further action
	2	2	4	6	3-4	Medium risk: ensure compliance with guidance notes and SWOW
	3	3	6	9	6-9	Risk unacceptable: modify procedures to reduce risk

Prepared by: Wendy Thompson 26/01/21

Review: Annually thereafter (or in the event of incident)

Reviewed by: Andy Ball 16/08/21

Next review: by 30th April 2022

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Step1 <i>List significant hazards and harm here</i>	Groups at risk	Step 2 <i>Assess risk (likelihood x severity)</i>	Step 3 <i>Mitigation: List existing controls</i>	Step 4 <i>Residual risk (likelihood x severity)</i>	Step 5 <i>Further action needed (by whom and when)</i>
Individual health related incident (eg heart attack, asthma attack)	Tenants Volunteers Visitors Children	1x3 (3)	<ul style="list-style-type: none"> ● Remind plot holders that fatigue causes accidents ● Recommend that tetanus vaccinations are up to date ● Recommend that cuts and grazes are covered with a waterproof dressing ● First aid kit in Timber Tool Shed ● First aid guide in Timber Tool Shed ● Battle Box in Apple Packing Shed ● Notices displayed in Timber Tool Shed and on Apple Packing Shed providing details of <ul style="list-style-type: none"> ○ Location of first aid kits ○ Location of fire extinguishers ○ Location of Public Access Defibrillators ○ Site Address ○ Accident Report Book ○ First Aid guides ○ Emergency Contact Numbers ● <i>H&S01 - Colwall Village Garden Emergency Site Plan</i> ● <i>SWOW17 - Allotment Gardening</i> ● <i>Colwall Village Garden Emergency Arrangements and First Aid</i> 	1x2 (2)	

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Tools causing injury	Tenants Volunteers Children	2x2 (4)	<ul style="list-style-type: none"> ● Guide to arrangements for provision and safe use of allotment tools displayed in Timber Tool Shed ● Check monthly that shared tools are safe to use ● Check monthly that shared tools are safely stored in Timber Tool Shed and easily accessible ● Remind allotment plot holders to place broken tools in repair box ● Children to be supervised by adults on site at all times ● <i>SWOW16 - Allotment Tool Shed</i> ● <i>SWOW17 - Allotment Gardening</i> ● <i>Arrangements for Provision and Safe Use of Allotment Tools document</i> 	1x2 (2)	.
Slips, trips and falls	Tenants Volunteers Visitors Children	2x2(4)	<ul style="list-style-type: none"> ● Maintain paths / mow / keep clear of debris ● Remind plot holders to keep plots tidy and carry out necessary repairs quickly ● Check site for trip hazards monthly and remove/make safe or provide signs ● Remind tenants to keep paths clear of obstacles between plots ● <i>SWOW17 - Allotment Gardening</i> 	1x2(2)	Annual reminder to tenants

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Poles, canes, sticks causing injuries inc to eyes	Tenants Volunteers Visitors Children	2x2(4)	<ul style="list-style-type: none"> • Check and remove hazards on monthly clean up days. • Remind tenants to store materials safely and remove hazards and to cover cane ends • Protect ends of brown plastic plot markers with tennis balls • Children to be supervised by adults on site at all times • <i>SWOW17 - Allotment Gardening</i> 	1x2(2)	Annual reminder to tenants
Broken glass, pots or other debris causing cuts	Tenants Volunteers Visitors Children	2x1(2)	<ul style="list-style-type: none"> • Check and remove hazards on monthly clean up days. • Remind tenants to store materials safely and remove hazards • <i>SWOW17 - Allotment Gardening</i> • Children to be supervised by adults on site at all times 		· Annual reminder to tenants
Vehicles on site hitting pedestrians	Tenants Volunteers Visitors Children	1x3(3)	<ul style="list-style-type: none"> • Supervision of bulk deliveries to site • <i>SWOW17 - Allotment Gardening</i> • <i>SWOW18 - Arrangements For Bulk Deliveries</i> • Children to be supervised by adults on site at all times 	1x3(3)	·

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Bonfire – causing burns	Tenants Volunteers Visitors Children	1x3(3)	<ul style="list-style-type: none"> • Bonfire use to be eradicated as far as practicable on site. • <i>SWOW02 - Bonfires</i> 	1x1(2)	.
Fuel and other hazardous substances – risk to children and vulnerable adults	Children Vulnerable adults	1x3(3)	<ul style="list-style-type: none"> • Children to be supervised by adults on site at all times • Remind allotment plot holders of risks from toxic substances • All COG owned toxic chemicals and flammables (eg fuel) to be locked in Flamvault located in Apple Packing Shed. • <i>SWOW17 - Allotment Gardening</i> 	1x1(2)	
Bees, wasps and other insects	Tenants Volunteers Visitors	2x2(4)	<ul style="list-style-type: none"> • Contact number for beekeeper displayed inside timber tool shed and on Apple Packing Shed door • <i>First aid guide available on treating stings and bites</i> • <i>SWOW17 - Allotment Gardening</i> • <i>Colwall Village Garden Emergency Arrangements and First Aid</i> 	2x1(2)	. None

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	Children				
Cattle or sheep on site - risk of injury from livestock or electric shock from electric fence	Tenants Volunteers Visitors Children	2x1(2)	<ul style="list-style-type: none"> • Kissing gates have string to ensure secure closure and a sign to remind people to close gate. • Contact number for Sheep Grazier displayed inside timber tool shed and on Apple Packing Shed door • Signage displayed to warn site users of electric fence hazard • Signage displayed to warn people of grazing sheep • <i>Colwall Village Garden Emergency Arrangements and First Aid</i> 	1x1(1)	• None
Water butts and sheep troughs – risk of drowning, legionnaires disease or	Tenants Volunteers Children	1x2(2)	<ul style="list-style-type: none"> • Warn allotment holders of drowning risk and not to drink water • <i>SWOW17 - Allotment Gardening</i> • Provide emergency drinking water 	1x1(1)	• None

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contaminants					
Water tank – risk of child or anyone climbing or falling into tank	Children	1x3(3)	<ul style="list-style-type: none"> Galvanised Water Tank covered with metal grid Warn allotment holders of drowning risk and not to drink water <i>SWOW17 - Allotment Gardening</i> Children to be supervised by adults on site at all times 	1x2(2)	· None
Strimmers and Mowers cause injury due to accident, mis-use or malfunction	Tenants Volunteers	2x2(4)	<ul style="list-style-type: none"> Do not allow use of COG owned mechanical tools by allotment plot holders unless they have had training on equipment use <i>ARA09 - Strimming</i> <i>ARA10 - Grass Mowing</i> 	1x2(2)	· Review annually

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Criminal emergency – assault, theft, vandalism and any other antisocial behaviour: both to a tenant or witnessed by a tenant	1x3(3)	<ul style="list-style-type: none">• Recommend that lone workers notify someone where they are and their expected return home time and that they carry a mobile phone.• <i>SWOW17 - Allotment Gardening</i>	1x2(2)
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SUMMARY OF SPECIFIC RISKS

1. Health related incident - heart attack, asthma attack, general illness
2. Tools causing injury
3. Slips, trips, falls causing injury
4. Poles, canes, sticks causing injury
5. Broken glass causing cuts/ injury
6. Vehicles hitting pedestrians
7. Bonfire causing burns
8. Fuel and other hazardous substances causing illness
9. Bees, wasps and other insects causing illness
10. Cattle and sheep causing illness/injury

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11. Water butts causing legionnaires disease or other conditions/diseases
12. Water tanks risk of drowning
13. Strimmers/mowers causing injuries
14. Criminal emergency - assault, theft, antisocial behaviour causing physical or mental injury

SUMMARY OF SPECIFIC SAFETY EQUIPMENT

1. None

RELATED DOCUMENTS

1. Activity Risk Assessment : ARA99 - General Site Risks
2. Activity Risk Assessment : ARA09 - Strimming
3. Activity Risk Assessment : ARA10 - Grass Mowing
4. Site Based Risk assessment : SR01 - Colwall Village Garden
5. Safe Way of Working : SWOW02 - Bonfires
6. Safe Way of Working : SWOW16 - Allotment Tool Shed
7. Safe Way of Working : SWOW17 - Allotment Gardening
8. Colwall Village Garden Emergency Arrangements and First Aid
9. Arrangements for Provision and Safe Use of Shared Allotment Tools