

# WICKHAM MARKET PARISH COUNCIL



<b>RISK ASSESSMENT</b>	Litter Picking
<b>LOCATION</b>	Wickham Market Public Spaces

Assessment of hazards associated with litter picking in open space. Children must be accompanied by a responsible adult. To be used in conjunction with relevant site risk assessment.

HAZARD	POTENTIAL HARM	PERSON(S) AT RISK	PRECAUTIONS & CONTROL MEASURES	OCCURRENCE LIKELIHOOD	HAZARD SEVERITY	RISK FACTOR	PERSON(S) RESPONSIBLE
General emergency	Injury	Supervisor Participant Public	Supervisors to be aware of nearest Accident and Emergency hospital; A first aid kit must be on site at all times; A mobile phone should be available at all times (if no/poor signal, all supervisors should know the location of the nearest landline); A safety plan should be completed for all sessions; All incidents and near misses to be recorded in an accident book and reported to BDBC	<b>1</b>	<b>4</b>	<b>4</b>	Supervisor
Uneven terrain	Slips, trips and falls	Supervisor Participant	Discuss the terrain during the safety talk; Participants to wear sensible, sturdy footwear; Ensure litter and unused tools are left in a designated place, stored neatly; Mark, or cordon off, any major trip hazards that cannot be removed.	<b>1</b>	<b>3</b>	<b>3</b>	Supervisor Participant
Manual handling	Musculoskeletal disorders	Supervisor Participant	Explain basic manual handling during safety talk (avoid heavy loads/twisting/ straining); Use the right tool for the right job; Take regular breaks during the session; Don't over-exert – work within your means; Use mechanical aids or get help when moving heavy loads.	<b>1</b>	<b>3</b>	<b>3</b>	Supervisor Participant

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Inclement weather	Hypothermia/ Hyperthermia Fainting/ Sunburn/ Sunstroke/ Discomfort	Supervisor Participant	Appropriate clothing to be worn for the weather (layers of warm, waterproof clothing in winter/thin, light clothing in summer, with sleeves to avoid sunburn and sunhats); Suncream available; Drink plenty of fluids and take regular breaks; Stop activity if heavy rain/strong wind and site/task becomes dangerous or participants experience discomfort.	<b>2</b>	<b>3</b>	<b>6</b>	Supervisor Participant
Litter picking equipment	Muscle strain/ Bruising/ Suffocation	Supervisor Participant	Inspect tools before and after each use, maintain in good condition; Provide users with tool use and safety information; Use correct tool for the job; Ensure firm and stable stance and wear sturdy footwear; Wear gloves; Children to be supervised by a responsible adult, especially when using bin liners (suffocation risk).	<b>1</b>	<b>3</b>	<b>3</b>	Supervisor Participant
Litter	Cuts/ Diseases	Supervisor Participant	Brief participants about handling litter; Wear gloves and use a litter picker to pick up litter; First aid kit on site.	<b>2</b>	<b>2</b>	<b>4</b>	Supervisor Participant
Sharps	Puncture wound/ Blood-borne diseases	Supervisor Participant	Brief participants before work starts; No untrained people to handle syringes; Supervisor to deal with hazardous waste, or cordon off area if unsafe; Sharps kit on site; Supervisor trained in sharps awareness or BDBC alerted; Wear PPE.	<b>1</b>	<b>4</b>	<b>4</b>	Supervisor Participant
Fly tip (asbestos)	Chronic breathing difficulties/ Asbestosis/ Lung cancer	Supervisor Participant	Any fly tip found on site should be left in situ and cordoned off with warning tape; No participants to pick through fly tip in case of asbestos contamination; BDBC Contact Centre to be called to inform of location (to be dealt with by trained staff).	<b>1</b>	<b>5</b>	<b>5</b>	Supervisor Participant
Dog faeces	Toxicara and general infection	Supervisor Participant	Brief participants before work starts; Clear any faeces found on site using disposable gloves and a dog poo bag; Use wipes/ anti-bac hand gel after handling any faeces and before eating and drinking.	<b>2</b>	<b>3</b>	<b>6</b>	Supervisor Participant

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Unfamiliar location	Getting lost	Participant	Detailed map to be produced with landmarks labelled to enable people to orientate themselves; Where possible main footpaths used; Briefing session available for those less familiar with the site/task; Participants to have a charged mobile phone on them at all times; Lone Working procedures to be followed, including location and expected time back.	<b>1</b>	<b>2</b>	<b>2</b>	Supervisor Participant
Ticks	Lyme disease	Supervisor Participant	Participants to be aware that Lyme Disease can be contracted from ticks, especially amongst bracken or within meadows during spring and summer; Wear long trousers and sleeves. Brush clothes down regularly; Check skin for ticks at the end of work; If bitten, monitor for any signs of 'bullseye' rash.	<b>1</b>	<b>4</b>	<b>4</b>	Supervisor Participant
Other animals	Bites/ Stings	Supervisor Participant	In damp or wooded areas, especially in humid conditions, wear long sleeves, trousers and additional insect repellent if necessary; Known allergies to stings to be declared and the location and use of epipens known; Seek medical attention if symptoms persist.	<b>1</b>	<b>4</b>	<b>4</b>	Supervisor Participant
Plants	Scratches/ Puncture wounds/ Skin irritation	Supervisor Participant	Gloves to be worn with long sleeves/trousers to avoid injury if working amongst thorny vegetation; Avoid working in areas with toxic plants (i.e. wild parsnip); If working in eye-level vegetation, wear goggles; If injury occurs, wash the infected area and do not expose to sunlight; Seek medical attention if required.	<b>2</b>	<b>3</b>	<b>6</b>	Supervisor Participant
Traffic	Collision/ Death	Supervisor Participant	Unload/load vehicle so people and materials/tools are away from traffic; Erect 'At Work' signs on vehicle approaches to work area if necessary; Wear high visibility clothing when working by paths; Volunteers are not permitted to work on the carriageway itself, or within two metres of the edge of the carriageway; No work is to be undertaken on the verges of roads with a speed limit in excess of 30mph.	<b>1</b>	<b>5</b>	<b>5</b>	Supervisor Participant

<b>RISK MATRIX</b>  Doing this activity every day:				Hazard Severity					
				1	2	3	4	5	
				Low	Slight	Moderate	High	Severe	
<b>RISK ASSESSMENT FOR:</b> Wickham Market Parish Council			<b>NAME:</b> <b>SIGNED:</b> <b>DATE:</b>		Minor injury not requiring First Aid	Moderate injury resulting in First Aid	Injury or disease resulting in >7 days off work	Death or major injury to one individual	Multiple death
Likelihood of occurrence	1	Unlikely	Injury may occur less than once in a lifetime	1	2	3	4	5	
	2	Possible	Injury may occur less than once a year	2	4	6	8	10	
	3	Occasional	Injury may occur two or three times per year	3	6	9	12	15	
	4	Likely	Injury will occur more than three times per year	4	8	12	16	20	
	5	Very likely	Injury is probably going to occur	5	10	15	20	25	
				If control measures are followed as described, risk factor is low enough to continue					
				Hazard carries a moderate level of risk. Attempt to eliminate or isolate hazard; if this can't be done, decide whether task is essential and who is competent to ensure it is carried out safely. Additional control measures may be necessary					
				Hazard is very high risk. Unless it can be isolated/eliminated, do not carry out task. Find alternative solution.					