

Little Gate Farm Risk Assessment



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| Work Area | Little Gate Farm |
| Work Activity/Task | Whole farm – woodland, animals, woodworking, classrooms, forest school, transport |
| Risk assessment completed by: | Claire Cordell |
| Date of Assessment | Feb 2013 |
| Signature of Assessor | |
| | |

| No | Hazard | Potential Injury | Who Might be harmed | Existing Controls | Primary Risk Rating | | | Additional Controls | Primary Risk Rating | | |
|----|--|--------------------|----------------------------------|---|---------------------|---|----|---|---------------------|---|----|
| | | | | | S | L | RR | | S | L | RR |
| 1 | Whole farm | | | | | | | | | | |
| 1 | Falling into the ponds | Drowning, injury. | Service users, volunteers, staff | <ul style="list-style-type: none"> Pre-activity water awareness briefing, train staff in recovering service users should they fall in. | 3 | 3 | 9 | Fence off where appropriate, and put up signage. Coppice trees around ponds to increase visibility. | 3 | 1 | 3 |
| 2 | Waterborne diseases especially Weil's disease. | Illness, infection | All | Don't drink the pond water No splashing of each other, biting fingers or nails after touching water. | 2 | 1 | 3 | Encourage staff and service users not to go near ponds unless necessary. Wash hands if water is touched with soap and warm water. Cover all cuts and abrasions prior to activity near water. Ensure clothes are washed if water on clothes. | 1 | 1 | 2 |

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| 3 | Allergic reactions and stings from plants/ insects | Rashes, anaphylaxis, welts, breathing difficulties | All | Onsite training, briefing at appropriate times of the year. | 3 | 5 | 15 | Keep first aid updated, creams, wound care in an accessible place and training up to date. staff trained to react to severe sting reaction.(Epi-pen if prescribed for individuals and staff trained to use as necessary) | 3 | 2 | 6 |
| 4 | Stumbling/ slipping on uneven ground and unmanaged rides. | Lack of stability may increase chances of falling | Service users | Signage is in place and gates to close off areas not in use. | 3 | 3 | 9 | Briefing to all involved in activity regarding all underfoot conditions prior to setting out. Monitor safe passage of all service users to site. Improve signage to specific sites. | 2 | 3 | 6 |
| 5a | Working in the woods/coppicing | Cuts to skin, lifting injuries | | | 3 | 4 | 12 | All participants must be trained in all aspects of safety in the woods and daily risk assessments performed at each site before work commences. Falling branch hazards and hidden stumps must be made aware and marked. | 3 | 3 | 9 |

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| 5b | Use of chainsaw to coppice and manage woodland. | Risk of Severe injury, from chainsaw, or falling branches/tress | ALL | Only qualified tree surgeon can operate chainsaw within designated areas. | 4 | 3 | 12 | Tools only used when sitting or stationary, and always carried with points down. No service users to be in vicinity of chainsaw when being used. Chainsaw locked away safely out of reach, when not being used. Woodland First aid up to date and emergency procedures in place. | 2 | 2 | 4 |
| 5c | Injury from hand tools | Cutting, or bruising to skin, used as a weapon. | Service users/ volunteers | | 3 | 4 | 12 | Full safety instruction before use. Tools only used when supervised by staff. All equipment counted out and in. No running with tools. Correct Personal protective clothing to be worn at all times. Tools must be stored and transported in a box/bag/wheelbarrow. | 2 | 3 | 6 |
| 6 | Sunburn/sun stroke | sun burn, collapse, dehydration | Service users, staff, volunteers | Work under cover, use hats available and sun screen at regular intervals. | 2 | 3 | 6 | Ensure carers pack sun screen and apply to service users prior to arrival. Hats must be worn in exposed areas. Check before activity it is applied and remind to | 1 | 2 | 3 |

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| | | | | | | | | reapply. Ensure everyone has access to drinking water, and ask carers to provide drinking water, with packed lunch. | | | |
| 7 | Cold and wet weather days | Service users at risk of becoming chilled. | Service users, volunteers | List clothing required for seasons. | 2 | 3 | 6 | Ensure service users and staff bring with them protective clothing and warm clothing. Regularly remind service users to bring the right clothing with them. Ensure description is included in induction check list for carers. | 2 | 2 | 4 |
| 8 | Poor mobile phone reception | Emergency contact in places difficult due to poor reception in some areas. | ALL | Identify all mobile phone hot spots around farm. | | | | Use of walkie-talkies between sites. Sign post mobile phone hot spots. | | | |
| 9 | Diseases from animal excrement, and woodland floor | Illness and disease, stomach upset. | ALL | Hand washing facilities, with soap and hot water, plus alcohol gel. | 4 | 4 | 16 | Briefing of staff, volunteers and service users around risks of poor hand hygiene. Appropriate hand washing facilities in situ. Continually monitor adherence to hand washing policy. | | | |

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| 10 | Lost students/ service users | Becoming lost and at risk | Service users/ students. | Clear signage, accurate detailed lists of who is onsite. Sign in/out sheet. | 3 | 2 | 6 | Ensure Service users are orientated to the farm. Clear signage. Plus support staff specifically responsible for small numbers of participants. Ensure register is accurate and up to date plus contact details of carers are easily accessible. | 2 | 2 | 4 |
| 11 | Inside areas with log burning stoves | Risk of fire, serious burn | Service users, students, staff who are not experienced in wood burning stove use. | Stoves are built up on fire retardant slate and installed correctly. Chimneys are cleaned annually. Wood is stored safely and wood burner doors are kept closed. | 4 | 3 | 12 | Train staff in keeping service users safe, and supervised at all times around stoves. Limited number of staff who can tend to stove, name responsible person for their management. Contact fire officer to do assessment. | 3 | 3 | 9 |

No activities to be carried out without full risk assessments being performed.

Risk assessment policy to be reviewed every 3 months.

Risk assessment to be put somewhere on site for all to read. **Signed:** _____ **Dated:**

..... **Name** _____ **Role:** _____

Risk Rating Matrix

Little Gate Farm Risk Assessment

Calculate Score 1-5 for likelihood (L) and 1-5 for severity (S) Multiply these to get the Risk Rating (RR)

| | Likelihood | X | Severity |
|---|--|---|--|
| 1 | Low- Controls are in place to ensure the task/activity is safe and the environment is protected | 1 | Low Risk/No Impact- Minor discomfort/impact or insignificant consequence |
| 2 | Low/Medium- Some additional measures may be required to make the task/activity safe and protect the environment | 2 | Low/Medium Risk Impact- First Aid/Hospital day case or minimal environmental consequence |
| 3 | Medium – Additional controls are necessary to make the task/activity safe and protect the environment | 3 | Medium Risk/Impact – Badly harmed (incapacitated for 3 days) or moderate environmental consequence. Moderate 3 rd party interest/enforceable standard) |
| 4 | Medium/High- Formal and documented controls are required to protect individuals and the environment | 4 | Medium/High Risk Impact – Severely harmed/maimed (paralysis/blinded/badly burned/Loss of limbs etc) Uncontrolled environmental release/significant 3 rd party interest/risk of prosecution |
| 5 | High/Imminent – Formal and documented controls are required to protect individuals and the environment. Further action is necessary to mitigate unacceptable risk/impact. | 5 | Unacceptable High Risk/Impact- Death or chronic illness- electrocution/severe/chronic environmental release. 3 rd part instruction/high risk of prosecution |

Risk Guide Rating

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|------------|---|---|----|----|----|----|
| | 5 | 5 | 10 | 15 | 20 | 25 |
| Likelihood | 4 | 4 | 8 | 12 | 16 | 20 |
| | 3 | 3 | 6 | 9 | 12 | 15 |
| | 2 | 2 | 4 | 6 | 8 | 10 |
| | 1 | 1 | 2 | 3 | 4 | 5 |
| | | 1 | 2 | 3 | 4 | 5 |

Severity

Action Register arising from findings on the risk assessment

Little Gate Farm Risk Assessment

| No | Related to which Hazard | Additional Control | What action has been done | Completed? | Signature |
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