



Example Site Risk Assessment
(NB many more Risk Assessments are available)



Haysden Country Park Volunteers (HCPV)
Task Day Risk Assessment Form

Task Details	
Task Activity:	To re-establish a layered hazel hedge which has been neglected for many years and currently comprises a line of separate and overgrown hazel bushes interspersed with elder and maple. To use some of the cut hazel for vertical stakes and binding to form the frame of the hedge line.
Date of Task:	Saturday 12 th January 2013.
Site Description & Location: (see attached ma	The line of the hazel bushes lies parallel with, and to the eastern side of, Mud Lane within the mixed vegetation along its length. A footpath runs alongside and is bordered by another line of trees forming the boundary of the farmer's field. The formerly-laid hedge starts about 20 metres from Lower Hasden Lane and extends most of the length of Mud Lane towards the Straight Mile. It includes other bushes and some mature trees unsuitable for hedge laying. The hedge line slopes down to the path.
Purpose & Description of Task:	To re-establish a distinct hedge line between the lane and the footpath while leaving separate bushes away from the hedge line and existing mature trees as habitat thereby eliminating gaps in the hedgerow. To encourage re-growth of hazel for future harvesting for use in other projects around the park, such as hurdle and hide making.
Ecological Value of Task:	Encouragement of growth from the base of the hazel plants and formation of dense vegetation will form a good habitat and shelter for mammals and birds, while retaining the mature habitats of the larger trees and nearby shrubs.
Site Specific Risks / Health & Safety Issues	
Risks:	<ul style="list-style-type: none"> - Most members of the public would use Mud Lane but could choose to use the path thereby being at risk of collision with volunteers, falling branches or sharp tools. -Volunteers will be close to large branches falling as they are layered and therefore at risk of being hit or scratched. Potential contact with the eyes is of particular concern. Safety hats and goggles to be used by those lowering the branches. -Risk of cuts from the use of billhooks and axes. -Risk of volunteers colliding while using billhooks, axes or loppers in a confined space. -Potential risk of tripping or slipping where burrowed holes and depressions appear at the base of bushes and on the path. -Risk of damage to hands when supporting stakes as they are driven in. -Risk of contamination when having food and drink after handling branches, soil, etc.
Safety measures taken:	<ul style="list-style-type: none"> -Placing of "men at work" banners at both ends of the work site and looking out for any members of the public close by. -Volunteers are to be instructed to work as a team and when the larger branches are cut and ready to be lowered then all volunteers need to concentrate on lowering it steadily in a controlled manner and guided into place. -Volunteers to be instructed to use swing tools without gloves in order to maintain a secure grip of the tools. Also to adopt a stable footing and position while cutting. -Volunteers working with tools to be instructed to work a sufficient distance apart and to phase the cutting and clearing so no two volunteers using tools at the same time are in close proximity. -Volunteers to be made aware of the location of the burrowed holes and the need for secure footings. Various small depressions in the path have been made by burrowing animals. -V shaped branches to be used to support stakes while being driven in, keeping

	<p>them at arms length.</p> <p>-Use antibacterial hand wash gel prior to handling food and drink.</p> <p>-First Aid kit and mobile phones available at worksite. Site is very close to Lower Haysden Lane for exit in case of emergency.</p>
Tools and equipment used:	Thick gloves, bow saws, loppers, billhooks, axes, pruning saws, safety hats, goggles, heavy hammer and V- shaped branches for stake driving/holding stakes.
Form Completion	
Completed by:	Don Croker
Position:	HCPV Treasurer
Date:	11 th January 2013
Approved by:	Kevin Lavender
Position:	HCPV Chairman
Date:	11th January 2013

HCPV works in partnership with Tonbridge & Malling Borough Council and is run independently by its members, with support from the Council.

All tasks are carried out in with full knowledge and approval of Tonbridge & Malling Borough Council and in accordance with the Council's management plan for Haysden Country Park.



RISK ASSESSMENT FOR:

Ranger lead walks at Haysden Country Park

ASSESSORS NAME AND SIGNATURE:

Rachel Cantwell

NOTE : (S) SEVERITY X (L) LIKELIHOOD = (RR) RISK RATING

DATE OF INITIAL ASSESSMENT:

31/1/11

REVIEW DATE:

Jan 2013

No.	ACTIVITY/ PROCESS/ OPERATION	HAZARDS AND PERSONS AFFECTED	RISK RATING			EXISTING CONTROL MEASURES	RISK RATING			ADDITIONAL CONTROL MEASURES (ACM) REQUIRED	DATE OF ACM IN PLACE
			S	L	RR		S	L	RR		
1.	Welly Walk	Walking along lakeside and river edge, ground possibly wet- hazards from slips trips or falls, inclement weather cold hypothermia. Person affected - general public who join the walk and the Ranger affected.	2	2	4	Pathways are well maintained. Ranger has a good knowledge of the route and can point out hazards before and during the walk. Ranger has First Aid certificate. Walk is in daylight hours, Ranger has a mobile phone for emergency calls, appropriate clothing worn by visitors and Ranger. Ranger to carry first aid kit.	2	1	2		