

Suggested guidance for Local Wildlife Groups (supported by North Pennines AONB Partnership's WildWatch North Pennines Project)

This risk assessment should be used to help identify generic risks and control measures for events of this kind. Site and time specific risks and their control measures need to be additionally assessed for each event.

All control measures for each event must be recorded on a signed and dated Risk Control Sheet.

<u>Code for Risk Rate:</u>	
0-6	Very low risk
7-16	Low risk
17-36	Medium risk
37-60	High risk
61-100	Very high risk

<u>Code for Results:</u>
A = Adequately controlled
N = Not adequately controlled

Severity & Risk ratings based on DCC guidance:

EVENT: Type of event	LAST UPDATED:
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Activity	Hazards Identified	Sever.	Like.	Risk Rate	Who is at risk	Control Measures	Result
Arrival at/Departure from site.	Traffic accidents.	10	1	10	Volunteers/Leaders/Others.	Postpone event (or finish early) in bad weather. Ensure adequate safe parking at venue. No vehicles to be driven off-road, other than proper off-road vehicles driven by contractors with appropriate training. Encourage car-sharing to minimise traffic. Provide clear directions to site. Warn volunteers to take care if driving long distances home if tired at end of day.	A
Fieldwork – general.	Exposure to weather.	6	3	18	Volunteers/Leaders.	Check weather forecast in advance; advise participants in advance if extreme weather is forecast. Postpone if necessary. On-site shelter to be provided where practical. Provide advance guidance on clothing/equipment appropriate to conditions. Hot weather - ensure sufficient water available on site/ensure participants use sun cream and wear hats. Cold weather – ensure participants have appropriate warm clothing.	A

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Heavy lifting (eg of equipment, tools, boxes of materials)	Back injuries, hernias, other strains. Impact injuries from dropped objects.	6	2	12	Volunteers/Leaders.	Individuals to avoid heavy lifting/handling unless they have had appropriate training. Individuals with conditions likely to be worsened by lifting/carrying (even of moderate loads) to notify Leaders and they will be excused such duties.	A
Working in remote locations	Delay in getting treatment for injuries could result in more serious conditions.	8	2	16	Volunteers/Leaders	Project modules to be located in reasonably accessible locations. Ensure no lone working in remote locations. Check mobile phone reception in advance of fieldwork. Details of access points for emergency vehicles, and nearest accident and emergency hospitals, to be included in individual module Risk Control Sheets.	A
Working adjacent to watercourses/water bodies, or in wet, boggy areas.	Injury and drowning. Water borne diseases (eg Weil's disease).	10	1	10	Volunteers/Leaders	Check weather forecast prior to events and pay due heed to (potentially rapidly) rising water levels. Postpone or curtail work if necessary. Do not work adjacent to river banks when rivers are in spate. Consider any specific H&S requirements within individual module Risk Control Sheets. Do not drink river water. Clean hands before eating after contact with water.	A
Use of equipment.	Injuries from misuse of equipment	6	2	12	Volunteers/Leaders	Full training given to all volunteers in proper use of tools. On-site advice available to volunteers at all times. Leaders to instruct volunteers if any equipment is being used inappropriately. Use of any specialist or mechanical equipment to be used only by qualified personnel according to appropriate health and safety guidance – use of any such equipment to be detailed in individual module Risk Control Sheets.	A

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	Trips and falls.	6	3	18	Volunteers/Leaders.	Use gates or stiles wherever possible when crossing walls/fences, even if a detour is necessary. Ensure any hazards are identified to the whole group (and adequately marked on the ground if appropriate) at start of each day. Take special care if walking on steep and/or wet or icy surfaces.	A
	Harmful plants	6	1	6		Any known areas of potentially harmful plants (eg nettles, thistles) to be pointed out and avoided. Hay-fever sufferers to be advised to bring medication.	A
	Livestock & other animals	8	2	16		Farmers to be asked in advance what stock to be in project area and temporarily remove any dangerous beasts. Volunteers to be advised how to behave with regard to farm stock (esp cattle & horses) and wild animals (eg snakes).	A
	Insect stings and bites	6	3	18		Anyone with known allergies advised to bring medication. Appropriate ointments to be available during modules when stings/bites are likely. Where ticks may be present, advise participants to check for them at the end of each day and remove them or seek advice.	A
	Medical emergency on site	8	2	16		All volunteers with known medical conditions that might lead to a problem to advise Leaders (in confidence). All volunteers to work within their 'comfort-zone' – no excessively strenuous working. Fully-charged mobile phones to be available on site at all times. If working on a site with no reception, suitable arrangements for use of landline must be made, or participants made aware of nearest place with mobile reception.	A