[LAG name] Standard Risk Assessment

To be completed by competent member of [LAG name] prior to any events and activities.

Activity		Date	
Location		OS Grid Ref:	

Hazard	**Risk** (see table at the bottom of page)	**Control measures**	**Risk level**
Biosecurity	Transport invasive species (and diseases) off site and to new locations	• Follow all relevant biosecurity guidance • Assess which invasive species are present at the site and determine the risks of transferring invasive species through your activity • Bring biosecurity kits and guides for all participants to use and follow • Prior to event or activity provide participants with information explaining biosecurity practices and why they are important, ensure participants bring the correct and clean clothing and footwear • Clean all equipment and footwear before leaving the site	
Health, Hygiene and Welfare	Transmission of disease Hypothermia Sun burn Exhaustion Dehydration Injury	• Lone working is not permitted – always work in pairs as a minimum • Take a register of emergency contact details and request any information on medical condition of people present (keep medical information confidential) • Make it clear in correspondence what facilities will be available on site (or not) and what is required with regard to clothing and footwear, sturdy footwear should be worm for all practical tasks • Clean water should be available on all working parties, always wash hands before eating and drinking (hand wipes or sanitizer can also be used) • A first aid kit must be carried on all working parties • A first aid kit should be kept in a prominent place and designated first aiders highlighted to the group • Provide plenty of breaks when undertaking strenuous work and when work in the sun • Stop working should weather conditions deteriorate • Safe working distances must be maintained between operators • Covid-19 precautions and government guidelines must be followed	
The workplace	Injury Hypothermia Sun burn Exhaustion	• A competent person should undertake a site visit prior to work to ensure that the place of work is suitable • Ensure you have all relevant emergency information such as grid references, nearest postcode and suitable emergency route in • Ensure there is always a working mobile phone within the group and check reception – make sure group leader is aware of where a phone will work from and if no signal is available make know the nearest landline	

		• Highlight any areas of significant hazards on site • Ensure all volunteers/workers are dressed appropriately for the task/activity • If walking a long way to a work site use wheelbarrows or similar to aid with transporting tools and materials	
COSHH		• Cross reference separate pesticide COSHH risk assessment • Stump treatment should only be undertaken by a qualified person over the age of 16 • Identify any hazardous plants on site, when working with them wear long sleeves and wash any exposed skin thoroughly afterwards – in sunny weather advise workers to keep skin covered • If any dumped or buried material is uncovered assume it is hazardous until determined otherwise A separate COSHH assessment will be required if using chemicals	
PUWER	Physical injury	Hand tools (for power tool, climbing and lifting equipment a separate risk assessment should be completed): • All tools should be checked before use and a tool talk, appropriate to the task and group should be given before work commences • Damaged tools should not be used • Do not use tools that operator does not know how to use safely • Use the correct PPE where deemed necessary	
Nasty and Silly People	Physical injury, sexual assault	• Use caution when approaching anybody acting suspiciously on site and do not do so alone, be prepared to leave should the situation become threatening • The group must know where the group leader is so they can explain what is happening to a member of the public • When the worksite is accessed by the public erect signage to alert the public to any works they may encounter, post lookouts when using power tools • Try to defuse any potentially confrontational situations – if possible walk away • Contact the police if unsure or feel threatened • Do not work alone and make sure a responsible contact knows where you are at all times	
Road and Vehicles	Collision	• Lone working is not permitted – work in pairs • If working (management/control) or surveying along a public road wear Hi-Viz clothing to the highway's standard • Do not listen to audio devices or wear headphones • Be vigilant when crossing and working on the edge of the road • Park safely • Ensure at least one vehicle is available when working with groups on site, this should be parked so it can be easily driven off the site	

		• Vehicles should be parked at least 25m from any fire site	
Stings, bites and ticks	Diseases, allergic reaction Transmission of Lyme disease	• If known allergy to stings take the appropriate medication on site • If feeling unwell after a site visit seek medical attention • Be aware of ticks (e.g. BADA-UK) and take precautions in the field - wear long trousers and long sleeves, use insect repellent and avoid brushing through tall vegetation • Check clothing for ticks and consult a doctor in the event of a tick bite	
Livestock and dogs	Physical injury, trampling, bites, lacerations and disease	• Be aware of stock behaviour, if in doubt leave site • Do not take dogs onto site with stock • Be wary of dogs off lead • Disinfect any bites and seek medical attention	
Ponds, rivers and deep water	Pond water may contain bacterial that may cause disease (e.g. *Leptospirosisl* Weil's disease) Drowning	• Treat all pond water as potentially pathogenic • Do not ingest or expose cuts on skin to water • Wash hands after immersion in pond water, and especially prior to eating • If feeling unwell after accidental ingestion or contact with an open wound seek medical attention • Lone working is not permitted – work in pairs • Take extra care when near water bodies and risk assess points of entry and exit • Take a throw-rope when working near water	
Weather and temperature, and terrain	Hypothermia Sun burn Exhaustion Dehydration	• Wear appropriate clothing • Inform group leader if feeling cold • Where appropriate use sunscreen and wear a hat • Avoid midday sun if possible • Walking through difficult terrain may cause extra fatigue in hot weather – do not rush and drink plenty of water	
Terrain	Exhaustion Dehydration Tripping Concealed holes/ditches and steep slopes or unstable ground leading to ankle and other injuries	• Walking through difficult terrain may cause extra fatigue in hot weather – do not rush and drink plenty of water • Take care when walking through areas of deep habitat or areas where there is poor footing visibility • Where possible avoid areas of poor footing visibility • Look for signs of structure e.g. partially collapsed fence, old mine workings • Try to avoid climbing steep slopes and take care with footing	
Tree felling	Injury from felled timber	• Look out for indications of feeling in progress – posted notices, sounds of feeling activity • Avoid areas where and when felling is in progress	

Fire	Physical injury to participants and surroundings	• Determine location of underground services (if any) from landowner • Do not burn within 9m either side of overhead services • Determine whether condition are right for a safe controlled burn, consider the terrain, wind direction/speed, locality to housing and roads and location of workers • Lone working is not permitted • In areas where a fire may be misconstrued as vandalism or an accidental event inform fire control before lighting fire • Stop burning and put the fire out if conditions change • Control fire size and spread at all times, and watch out for sparks flying • Never leave the fire unsupervised • Turn fires in and damp down to a safe condition when finished, and if the site has public access ensure it is completely safe	
Working with children and vulnerable adults	Harm to children/vulnerable adult or allegation of improper behaviour made against volunteer or LAG	• Ensure that any children/vulnerable adults attending an activity do so under the responsibility of a family member/guardian/carer • Request a DBS check if routinely working with particular children (even with supervising adult) • Never work alone with a child (under the age of 16, 16-18 without parent/guardian consent)	
Infectious (human transmission) disease, e.g. COVID-19	Transmission of COVID-19 between volunteers and/or with members of the public	• Follow government guidelines. Government guidelines may change at short notice, so always check the latest guidelines the night before an event/activity, and cancel if in doubt. • Activities can only be undertaken if it is possible to do the work safely with Covid-19 restrictions • If anyone had Covid-19 symptoms they should not attend the activity and should stay home and get a test	
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PPE required (e.g. safety boots/ wellingtons, impact grade goggles, protective gloves, hard hat, ear protection etc.)		
Safety equipment needed?		
Assessment undertaken by:	Position:	Date for revision:

Note – this risk assessment is just a template and will need to be edited to meet the specific needs of the site and activity or tasks being carried out.

Risk level table	Slight harm	Harmful	Very harmful
Unlikely	Trivial	Slight	Moderate
Likely	Slight	Moderate	Substantial
Very likely	Moderate	Substantial	Intolerable

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