

## Stowupland Parish Council Volunteer Risk Assessment

| Hazards                                                                                                 | Control Measures                                                                                                                                                                                                                                                                                                                                      | Remarks/Action                                            |
|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>General</b><br>Unfamiliarity with work to be carried out could lead to injury or risk to health      | Volunteers' team leader to brief all volunteers on the work to be carried out and the potential hazards.<br>Annual check of equipment provided to volunteers.                                                                                                                                                                                         |                                                           |
| <b>Traffic</b><br>Road traffic accident                                                                 | Clean high visibility fluorescent jacket to be worn when walking alongside or working within 4 metres of any road                                                                                                                                                                                                                                     | Check suitability of clothing for work to be carried out. |
| <b>Poor visibility</b><br>Road traffic accident                                                         | Only work in good light visibility. Do not work within 4 metres of any road in poor weather conditions. E.g. drizzle, rain, fog, snow or spray from vehicles.                                                                                                                                                                                         |                                                           |
| <b>Litter Picking</b><br>Syringes, soiled clothing, unidentified chemicals in containers. Dead animals. | Do not collect litter from the road surface<br>Wear gloves at all times and collect only with litter pickers<br>Do not collect syringes, report finding and location to volunteer team leader<br>Leave all unidentifiable chemicals/ substance with or without hazard warning signs and any large, heavy or awkward items and advise the team leader. |                                                           |
| <b>Surface</b><br>Slips from steep inclines, grass surfaces<br>Trips from brambles and pot holes        | Wear suitable footwear with good treads.<br>Avoid working on steep inclines in frosty, wet or snowy ground conditions.<br>Take care when collecting litter from near bushes, brambles etc.<br>Volunteers to become familiar with their surroundings before commencing tasks                                                                           |                                                           |
| <b>Exposure to weather extremes</b><br>Exposure to heat and sun, hypothermia                            | Plan work to avoid long periods in direct sunlight; wear protective head gear. Wear suitable light weight clothing.<br>Plan work to avoid long periods in wet or cold weather.                                                                                                                                                                        |                                                           |
| <b>Lone Working</b><br>Injury to volunteer or public resulting in the inability to contact help         | All volunteers will inform the team leader of their working place or route and the estimated length of time to be spent before reporting back.                                                                                                                                                                                                        |                                                           |
| <b>Manual Handling</b><br>Consequence: Strains, Cuts, Abrasions, etc.                                   | Use the correct lifting techniques. Assess weight of object to be lifted - Get assistance if required.<br>Wear gloves. Check for sharp edges before commencing to lift.<br>Remember to lift with the knees and not the back.                                                                                                                          | Aware of Health & Safety Policy                           |
| <b>Machinery</b><br>Injury resulting from use of machinery                                              | Ensure machinery used correctly. Always refer to manufacturers' instructions. Damaged machinery to be reported to the team leader and not used until repaired                                                                                                                                                                                         |                                                           |
| <b>Water, Leptospirosis</b>                                                                             | Do not work alone in or near water. Always wear waterproof gloves and boots or waders.<br>Wash hands thoroughly with disinfectant soap as soon as possible after task completed.                                                                                                                                                                      |                                                           |

Parish Clerk signature

Volunteer team leader signature

Date  
Name