

Assessment By	Brendan Cassin	Signature	
Position	Grow Speke Project Manager	Date of primary risk assessment:	Ref: RA 11102021GSBC
		11.10.21	
Date of last risk assessment	14.06.21	Risk Assessment review	On site as required and in response to changing circumstances

**Risk assessment covering activities delivered at Grow Speke with Volunteers for set activities and sessions commencing on Monday 11<sup>th</sup> October 2021.**

**A summary of the latest government Coronavirus advice is as follows:**

**: Although all restrictions have been lifted by the government, we are still asking visitors to adhere to the following government guidance:**

**The symptoms are –**

- **A high temperature**
- **A new continuous cough**
- **A loss or change to your sense of smell or taste**

**Check the NHS website if you have any symptoms**

<https://www.nhs.uk>

**You should not travel or visit our site at all if you –**

- **Are experiencing any coronavirus symptoms**
- **Are self-isolating as a result of coronavirus symptoms or**
- **Are clinically extremely vulnerable and cannot shield during your journey**
- **Have been advised by the NHS test and trace service that you should self-isolate**

**DESCRIPTION OF THE ACTIVITIES BEING DELIVERED AT GROW SPEKE**

**Grow Speke will be open to volunteers every Tuesday, Wednesday, Thursday and Friday. The sessions will run from 10am until Noon and then 1pm until 3pm each day. Numbers will be restricted to 30 people including volunteers and staff per session, which will be bookable through Justin Dalrymple or SLH staff. The sessions will be a mixture of gardening activities, craft, woodworking and events. In addition, this risk assessment covers one off cooking events where tenants and visitors such as the NCS teams are invited to attend and watch a cook and eat demonstration and/or have their lunch cooked for them by Justin Dalrymple.**

Personal risk factors - individuals at high risk from Coronavirus COVID-19							
Hazards (Physical, Chemical, biological, psychosocial/environmental)	Who might Be harmed	Current Controls			Severity	Likelihood	Rating
<i>Persons in clinically extremely vulnerable groups</i>	<i>People in this group</i>	<i>Volunteers will be asked to confirm that they are not in these extremely vulnerable groups</i>			5	1	5
Plan (Further Controls Required)	By Whom	Date Planned	Completed Yes/No	Reviewed By/Date Comments			
Risk Rating after all controls have been implemented Rating				Severity x Likelihood = Risk Rating			
Severity	5	Likelihood	1	Risk Rating	5 Low Risk		

Activities on site							
Hazards (Physical, Chemical, biological, psychosocial/environmental)	Who might Be harmed	Current Controls			Severity	Likelihood	Rating
Undertaking gardening activities on site	Staff and volunteers	<p><b>Gardening is widely recognised as an activity promoting physical and mental wellbeing.</b></p> <p>All necessary measures laid out in the risk assessment will be adhered to by staff and volunteers during the Grow Speke gardening sessions.</p> <p>Staff will give volunteers a safety briefing at the start of each session. This will include measure to reduce Covid 19 risk.</p> <p>During harvesting of produce it is imperative that staff and volunteer wash their hands regularly.</p>			5	2	10
<p><b>Cooking</b></p> <p>Food poisoning. Burns or scald from handling the cooking utensils. Allergies.</p>	Those near the preparation areas/ those cooking/ those serving/ those eating	<p>Food preparation to be done only by those qualified. Safe area to be established for preparation and movement of food.</p> <p>Allergies to be checked before food eaten. Warm soapy water and paper towels on hand at all times.</p>			2	3	6

<p><b>Bee Workshop</b></p> <p><b>Stings from Bees</b></p> <p><b>Passing/Contracting CV19 during workshop</b></p>	<p><b>Trainer and participant</b></p>	<p>Full Bee suit to be worn by trainer and trainee in the apiary.</p> <p>Disposable gloves to be worn as usual and disposed of at the end of the session and hands must be washed in hot running soapy water where available.</p> <p>Bee suits to be hung and left for min 72 hrs before a new person uses the suit if borrowed from stock.</p>	<p style="text-align: center;">3</p> <p style="text-align: center;">3</p>	<p style="text-align: center;">2</p> <p style="text-align: center;">2</p>	<p style="text-align: center;">6</p> <p style="text-align: center;">6</p>
<p><b>Hygiene issues around risks of COVID-19 infection</b></p> <p>Frequently touched surfaces (eg: doors and gates, lock, and tools)</p> <p>Handwashing</p> <p>PPE</p>	<p><b>Staff, Volunteers &amp; wider community</b></p> <p>Risk of volunteers being infected with COVID-19.</p>	<p>Staff and volunteers will be invited to carry out regular hand washing during the session. Sanitizing wipes/gel will be available to use.</p> <p>When staff ring a volunteer giving them a day and time to come to site they will also be asked to bring their own gloves. If a volunteer does not have a pair they will be given a previously clean pair from site. The volunteer will wear these gloves when on site, taking them home with them when they leave to return with them the next time they visit the site.</p> <p>Volunteers will be given the necessary tools to use for their session task. They will keep them with them for the session; at the end of the session volunteers will place the tools in the disinfectant/cleaning liquid for Staff to clean ready for use the following day.</p> <p>Only staff will be allowed in the container.</p> <p>If anyone coughs or sneezes they will do this either into a tissue which will then be disposed of or into their elbow. People will be advised not to touch their eyes, nose, mouth and face.</p>	<p style="text-align: center;">5</p>	<p style="text-align: center;">2</p>	<p style="text-align: center;">10</p>

<b>Team welfare, environmental and weather conditions</b>					
Hazards (Physical, Chemical, biological, psychosocial/environmental)	Who might Be harmed	Current Controls	Severity	Likelihood	Rating
<b>Hygiene and welfare issues</b>	Staff and Volunteers	Toilet, washing & drinking water and First Aid Kit available on site at all times.	2	1	2
<b>Fire</b>	Staff and Volunteers	Fire extinguishers in the Kitchen and Poly tunnel. Fire blanket in the Kitchen.	3	1	3
<b>Adverse weather conditions</b>	Staff and Volunteers	Check weather forecast in advance. If severe weather poses a risk to welfare and safety, postpone work until conditions improve.	3	2	6
<b>High Winds - risk of injury from windblown debris</b>	Staff and Volunteers	Monitor weather conditions and assess for safety to continue work. Cease work in high winds	2	2	4
<b>Exposure to sun – sunburn, long term exposure risk of skin cancer</b>	Staff and Volunteers	Apply sunscreen and avoid hot midday sun if possible. Wear appropriate clothing: long sleeves/trousers/hat. Plan regular breaks and shade if working for duration in full sun.	3	2	6
<b>Heat – dehydration, heat exhaustion, heat stroke</b>	Staff and Volunteers	Manual work will cause extra fatigue in hot weather. Do not rush and drink plenty of water.	3	2	6
<b>Soil borne diseases (biological hazardous)</b>	Staff and Volunteers	Be aware of where and how these diseases can be caught and take precautions based on this knowledge. Ensure that cuts on hands are covered with waterproof plasters and carefully clean and cover any new cuts or grazes. Wear protective clothing such as gloves. Ensure that hands are washed after contact with soil especially before eating or smoking.	2	2	4
<b>Tetanus</b>	Staff and Volunteers	Staff and volunteers are not to work with open wounds. Cover all cuts and broken skin with waterproof plasters before and during work. First aid kits and trained staff are on site Welfare facilities are on site	4	2	8
<b>Weils disease (Leptospirosis) Cold or Flu like symptoms.</b>	Staff and Volunteers	There is a likelihood of rats being present in the work area. Rats are the carriers of the disease. Staff and volunteers are not to work with open wounds. Cover all cuts and broken skin with waterproof plasters before and during work. Wash cuts and grazes immediately with soap and running water Wear protective clothing - gloves etc Hands/arms are to be thoroughly washed before eating, drinking or smoking.	5	1	5
<b>Poisonous plants/fungi - ingestion</b>	Staff and Volunteers	Advise not to touch/eat any poisonous plant or fungi	2	2	4

<b>Bites and stings</b>	Staff and Volunteers	First aid kit always available and on site – Check for possible allergies, If known to be allergic to stings, take medication on site. Make sure any open cuts/wounds are covered. If feeling unwell after a site visit, seek medical attention and notify them of your area of work.	2	2	4
<b>Needle finds / needle stick injury</b>	Staff and Volunteers	Hypodermic needles or syringe discovered in the work area must not be touched, staff must be informed and work must cease at this area of the site until resolved.  In the event an accidental needle stick injury occurs then the person affected is to attend the A&E department for a PEP (post exposure prophylaxis) as soon as possible.	4	2	8

## General operations: site preparation, and tools use, manual moving and handling of materials

Hazards (Physical, Chemical, biological, psychosocial/environmental)	Who might Be harmed	Current Controls	Severity	Likelihood	Rating
<b>Manual handling activities</b>	Staff and Volunteers	Care to be taken when lifting; working in a safe way to keep back straight and push through the legs.	2	2	4
<b>Use of tools and equipment</b>	Staff and Volunteers	Appropriate tools to be used for each task; a tool talk will be given by staff to ensure the volunteer is confident in using the tool. At the end of the session the tools will be disinfected.	2	2	4
<b>Uneven, sloping or slippery surfaces - Slips, trips and falls</b>	Staff and Volunteers	Staff to assess the site and remove any hazards before the session begins. Hazards to be removed during the session if staff or volunteer see anything which could cause a risk.	2	2	4
<b>Concealed holes/ ditches</b>	Staff and Volunteers	Avoid walking through areas of dense vegetation or areas where there is poor footing visibility	3	2	6
<b>Litter collection</b>	Staff and Volunteers	Gloves, litter pickers and bags will be available. Gloves to be worn at all times when doing this task. Rubbish to be disposed of in the appropriate bins in the bin store. Staff to support with this.	2	2	4

A site specific assessment will be made at the beginning of each day covering: weather, ground conditions and equipment. Adherence to health and safety guidance & procedures will be monitored and reinforced as required at weekly brief/de-brief with Groundwork staff	Staff member	As Required		
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<b>Risk Rating after all controls have been implemented Rating</b>			<b>Severity x Likelihood = Risk Rating</b>		
Severity	3	Likelihood	1	Risk Rating	<b>3 Low Risk</b>

## Risk Assessment Matrix

### Measures of Likelihood (Probability)

Level	Descriptor	Chance	Description
1	Very unlikely	0 to 20%	The event may occur only in exceptional circumstances
2	Unlikely	21 to 40%	The event could occur at some time.
3	Moderate	41 to 60%	The event will occur at some time.
4	Likely	61 to 80%	The event could occur in most circumstances.
5	Very likely	81 to 100%	The event will occur in most circumstances.

### Measures of Severity

Level	Descriptor	Description
1	Negligible	Minor local first aid treatment (e.g. minor cuts/abrasions) causing minimal work interruption
2	Minor	Injury requiring first aider treatment causing inability to continue with current work activity for 3 days or less. Minimal financial loss or damage.
3	Serious	Medical treatment required. RIDDOR over 3 day lost-time injuries. Moderate environmental implications. Moderate financial loss or damage. Moderate loss of reputation. Moderate business interruption.
4	Major	Permanent or life changing injuries. RIDDOR major injuries. High environmental implications. Major financial loss or damage. Major loss of reputation. Major business interruption.
5	Fatalities	Single or multiple deaths.

### Risk Assessment Matrix

		LIKELIHOOD (Probability)				
5 Fatalities	S E	5	10	15	20	25
4 Major		4	8	12	16	20

<b>3 Serious</b>		<b>3</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>15</b>
<b>2 Minor</b>		<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>10</b>
<b>1 Negligible</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
		<b>1 Very Unlikely</b>	<b>2. Unlikely</b>	<b>3. Moderate</b>	<b>4. Likely</b>	<b>Very Likely</b>

Risk Rating Table

<b>Low Risk</b>	Acceptable Monitoring and review Required
<b>Moderate Risk</b>	Acceptable. Further controls required, Monitoring, planning and implementation
<b>High Risk</b>	Unacceptable: Do not proceed, Investigate other options, introduce other controls