

Draft Habitat Management Plan Primrose Nature Reserve and associated Risk Assessments

For further information please contact:
Lorraine Ritchen-Stones and John Milne
Trustees
Primrose Community Nature Trust
Primrose Studios, Primrose Road, Clitheroe. Lancs. BB7 1DR
Tel: 01200-420-888

Version 1 issued 14th December 2022 Version 2 issued 15th December 2022 Version 3 issued 4rd February 2023

CONTENTS

Worksheet 10

Worksheet 11

Worksheet 1 Title page and contents Worksheet 2 Introduction to Habitat Management Plan and Associated Health and Safety Worksheet 3 Site Plan and Zones Worksheet 4 Volunteer Habitat Management Plan Worksheet 5 **Equipment Checklist** Worksheet 6 **Emergency Contacts Sheet** Worksheet 7 Zone 1 Risk Assessment Worksheet 8 Zone 2 Risk Assessment Worksheet 9 Zone 3 Risk Assessment

Zone 4 Risk Assessment

Zone 5 Risk Assessment

Introduction to Habitat Management Plan, and Associated Risk Assessments for Volunteers

Figure 1: PCNT risk assessment Matrix

		Γ			Impact		
		-	Negligible	Minor	Moderate	Severe	Catastrophic
			1	2	3	4	5
	Rare 1	1	1	2	3	4	5
중	Unlikely 2	2	2	4	6	8	10
≝	Possible 3	3	3	6	9	12	15
Likelihood	Likely 4	4	4	8	12	16	20
Ĺ	Very likely	5	5	10	15	20	25

We have produced this Habitat Management Plan for the purpose of building on volunteer involvement to take care of the environment for a healthy eco-system. Primrose Nature Reserve is a blue/green environment, meaning both land and water. In enlisting volunteers for a range of maintenance activities we need to be mindful of keeping people safe. The Health and Safety at Work Act 1974 is the primary piece of UK legislation covering occupational health and safety, and expanded by the Management of Health and Safety at Work Regulations 1999. This legislation applies to our Charity the same as any other organisation. This means there is a requirement to ensure that workplace risks are assessed, and a number of elements are considered following best practice such as Personal Protective Equipment (PPE), Manual handling, First Aid and Work Regulations, Safety Signs and Signals, and Control of Substances Hazardous to Health. The risk assessment matrix we use is shown in Figure 1. It is also necessary for our Charity to provide access to training to appropriate levels for Volunteer Co-ordinators, and Volunteers. This is to ensure that people who work or volunteer for us know how to work safely and without risks to health:

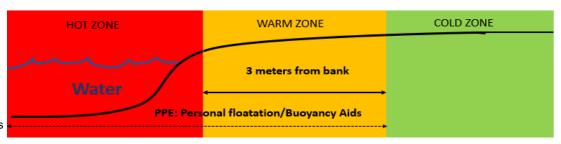
- Develop a positive health and safety culture, where safe and healthy working
- Becomes second nature to everyone:
- Meets our legal duty to protect the health and safety of our Trustees, employees, volunteers and visitors.

Where individuals are working in, on, or near water there is an additional requirement to ensure their safety. Training of volunteer co-ordinators is necessary to be fully compliant to the current Department of Food and Rural Affairs (DEFRA) guidelines. There are three levels of Water Awareness, Safety and Rescue Training which are outlined in more detail in Table 1:

- Water Safety Awareness
- Water Rescue First Responder
- Water Rescue Responder

Training: WAS Cold Zone require supervision by volunteer co-ordinator with general health and safety at work training. WAS Warm Zone activities require supervision by volunteer co-ordinator trained in Water Safety Awareness (level 1) and Hot zones Water Safety First Responder (level 3)

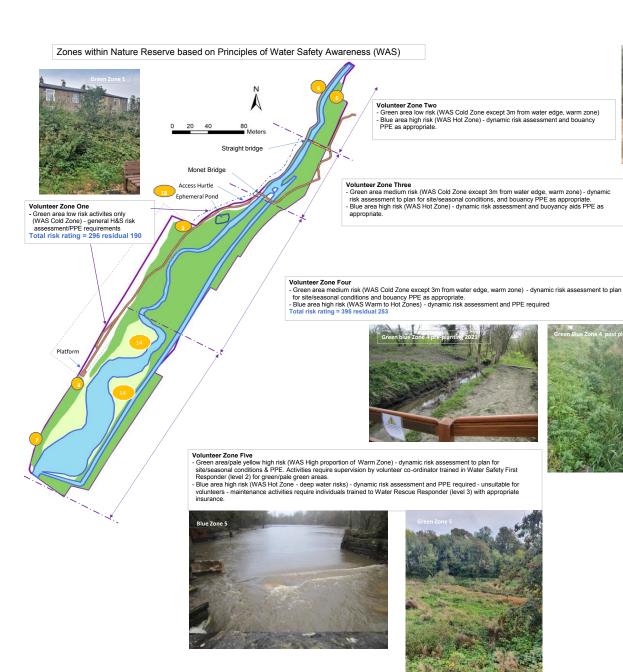
Key principles apply in undertaking WAS risk assessments by considering cold zones, warm zones and hot zones as per figure 1. Wear appropriate PPE in hot zones and warm zones and be proactive in identifying downstream risks, in the event of falling into water. Safety priorities are 1) Self 2) Co-workers 3) Victim/task. Rescue options should also start with first responder/rescuer pursuing lowest risk rescue options esculating to high risk rescue options. Always assess current, flow and depth. Always avoid activities in swift water, which is defined as water travelling at 3 miles per hour or above.



In the context of Primrose Nature Reserve green areas on the site plan are mostly WAS Cold Zones (except where within 3 meters from the bank (warm zone). WAS Cold Zones require supervision by volunteer co-ordinators with general health and safety at work training, and First Aider training. In addition WAS Warm Zone activities require supervision by volunteer co-ordinator trained in Water Safety Awareness (level 1) and Hot zones Water Safety First Responder (level 3). The content for these three levels of training is outlined below in Table 1. For the purpose of the Habitat Management Plan activities, Primrose Nature Reserve has been splot into five volunteer zones, which identify the genral level of risk associated with green and blue areas.

Table 1: Content of three levels of Water Safety Awareness

Water Safety Awareness (1 day training)	Water Rescue First Responder (2 days)	Water Rescue Responder (3 days)
	The course includes the Water Safety Awareness syllabus plus:	This course is designed for those who require a high level
	, , , ,	of water safety and rescue training. Courses are available
		that meet all existing national standards.
1) Identification of hazards in the water environment	1) Scene management	1) Hydrology
1) Identification of Huzurus in the water environment	1) Obene management	1) Try drology
2) Safety measures when working near water	Hydrology and associated hazards	2) Wading, defensive swimming, aggressive swimming
2) Dhysialasical effects of sold water entry	2) Correct use of DDC	2) Decel Deceyes
Physiological effects of cold water entry	· ·	3) Reach Rescues
4) Physiology of drowning	4) Self Rescue	4) Knots, anchors and pulleys
5) Low risk rescue options	5)Use of rescue equipment including lines, reach poles	5) Lowers and vectors
6) PPE	6) Movement in Shallow water	6) Boats, sleds and pathways
7) Accidental Immersion	7) Casualty Management	7) Tethered rescues
8) Defensive swimming in the event of an accidental immersion	8) Communication systems	8) Cableways and safety systems
9) Health and welfare	-,	9) Health and safety and medical issues
o, risaliti alla risilato		10) PPE
		11) Running rescues
		11) Rulling rescues









Activity No.	Habitat/ Maintenance	Zone	Location	Operation	Jan	Feb	Ма	ır Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Agility Level
1	Public tarmac Paths	Brown One, Two and Three	From Woone Lane entrance to Eco Garden entrance	Strim adjacent path edges to stop encroaching vegetation	1	1		1	1 1	1 1	1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity.
2	Pathway Fencing	Brown One Two & Three	As above	Remove encroaching vegetation. Trim back woody vegetation	1	1		1 '	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity.
3A	Planted Hedges	Two	Woone Lane Playing field Adjacent Eco Garden	Remove vegetation from around hedgerow planted species	1	1		1	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with medium levels of agility involves climbing over fencing and bending.
3B	Planted Hedges	Green One & Two	As above	2. Lay hedgerow after 5 to 8 years.	1	1		1						1	1	1	Suitable for people with medium levels of agility involves climbing over fencing and bending. Requires some physical strength to use tools.
4	Slopping banks	Green One	1. Woone Lane	Remove excess bramble, nettles and thistles, especially around planted trees. Remove unwanted self-seeded sycamore sapplings	1	1		1	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity.
5	Stream banking and Bed	Blue Two, Three & Four	Mearley Brook	Remove all debris that has come down the stream e.g. plastic	1	1		1	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with medium levels of agility involves climbing over fencing or up banks and bending. May require some physical strength to lift heavier rubbish, although majority lightweight.
6	Invasive species control: Himalayan Balsam	Green Two, Three & Four	Various locations	Hand pull before the plant starts to seed. Snap the stem above the first node of the plant to prevent regrowth.				•	1 1	1 1	1						Suitable for people with medium levels of agility involves climbing over fencing or up banks and bending. Although more accessible areas may be suitable for people with lower levels of agility.
7	Boundary Wall	Green One	Woone Lane	Cut back brambles and Woody vegetation encroaching onto the wall top and road way	1	1		1 -	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity. May involve walking on some uneven ground or up slodes.
8A	Signage Visability	Green One, Two, Three & Four	Various locations along pathway	Wash down with soap and water all signs and interpretation boards Remove encroaching vegetation	1			ŕ	1		1			1			Suitable for people with low levels of agility, low intensity activity. Some strength required to carry water filled buckets.
8B	Lifebuoy Maintenance	Green One, Two, Three & Four	Various locations	Wash down red lifebuoys with soap and water Check euipment is intact Remove encroaching vegetation	1	1		1	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with medium levels of agility involves climbing over fencing or up banks and bending. May require some physical strength to carry buckets with water over distances.
9	Create habitat piles	Green Four	Various locations	With any cut down woody vegetation, create habitat piles above flood levels of Mearley Brook.	1	1		1					1	1	1	1	
10A	Nest boxes	Off site activity	Home based or with local schools	Make nest boxes various hole sizes for different bird species.	1	1						1	1				Building boxes is suitable for people with low levels of agility, low intensity activity, using tools.
10B	Nest boxes	Green Four & Five	Various locations	1. Put up nest boxes		1							1				Suitable for people with medium levels of agility, good with heights.
11	Living wall		Main Woone Lane entrance	Plant and encourage vegetation to grow on and over the limestone wall				ŕ	1				1				Suitable for people with low levels of agility, low intensity activity.
12	Read Bed	Blue Three & Four															
13A	Juniper hedge	Green One	Main Woone Lane entrance	Clear weeds around plants	1	1		1 '	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with medium levels of agility, good with heights.
13B	Holly hedge	Green One	Adjacent sign entrance Woone Lane	Cut back vegetation away from newly planted trees. pathways.	1	1		1	1 1	1 1	1 1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity.
14A	Meadow maintenance	Pale green Five	Main Lodge	Remove Himalayan Balsam					1 1	1 1	1						Suitable for people with medium levels of agility involves climbing over fencing or up banks and bending.

Activity No.	Habitat/ Maintenance	Zone	Location	Operation	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Agility Level
14B		Pale green Five	Main Lodge	Manage Willow self-seeded													Suitable for people with medium levels of agility involves climbing over fencing or up banks and bending, carrying and using tools.
14C		Pale green Five	Main Lodge	Mow wild grasses on a cycle			1					1	1				Suitable for people with high levels of agility, strength and stamina. Scything may be involved or powered strimmers for extended periods.
15	Pathway Banking	Green One	Steps & Big Wall	Remove Sycamore coppicing													Suitable for people with low levels of agility, low intensity activity. Walking on uneven ground/slopes. Use of tools.
16	Bramble maintenance	Green One, Two, Three & Four	Various locations through reserve	Cut back brambles away from newly planted trees, and excess growth along pathways.				1	1	1							Suitable for people with low levels of agility, low intensity activity. Walking on uneven ground/slopes. Use of tools.
17	Tree planting	Green One, Two, Three & Four	Various locations through reserve	Plant broadleaf trees to increase biodiversity across nature reserve, plus target areas where diseased ash trees have been removed.	1	1	1									1	Individual sites determine whether low, medium or high levels of activity as activities advertsied.
18	Ephemeral ponds	Green/Blue Zone Four	Opposite new build housing Woone Lane										1	1	1	1	Suitable for people with low levels of agility, low intensity activity. Walking on uneven ground/slopes. Use of tools.
19	Winter feeding: Goose	Green Zone One	Viewing platform, Woone Lane entrance	Feeding goose with crushed maise early morning and teatime	Daily x 2	Daily x 2	Daily x 2									Daily x 2	Suitable for people with low levels of agility, low intensity activity.
20	Litter picking	Brown One, Two and Three	From Woone Lane entrance to Eco Garden entrance	General litter picking	1	1	1	1	1	1	1	1	1	1	1	1	Suitable for people with low levels of agility, low intensity activity.

EQUIPMENT SAFETY CHECKLIST FOR HABITAT PLAN ACTIVITIES

Date Reviewed 14th December 2022 Reviewed	by: Lorraine Ritchen-Stones	Public tarmac Paths	Pathway Fencing	Planted Hedges	Planted Hedges	Slopping banks	Stream banking and Bed	Invasive species control: Himalayan Balsam	Boundary Wall	Signage Visability	Lifebuoy Maintenance	Create habitat piles	Nest boxes	Nest boxes	Living wall	Read Bed	Juniper hedge	Holly hedge	Meadow maintenance	Meadow maintenance	Meadow maintenance	Pathway Banking	Bramble maintenance	Tree planting	Ephemeral ponds	Winter feeding Litter picking
Item	Activity No. (see right)	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19 20
PPE and Health & Safety Equipment	How Available?	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19 20
Life Jacket	On person	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No N	Yes I	No No
Buoyancy Aid	On person	No	No	No	No	No	Yes	Yes	No	No	Yes	No	No	No	No	Yes	No	No	Yes	Yes	Yes	No	No	No N	Yes	No No
Throw line	On person	No	No	No	No	No	Yes	Yes	No	No	Yes	No	No	No	No	Yes	No	No	Yes	Yes	Yes	No	No	No N	Yes	No No
Hard Hat	On person	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No I	No I	No No
High visibility clothing	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes I	No No
Protective footwear	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes \	Yes No
Eye Protection	On person	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	Yes	No	No	No I	No I	No No
Ear Defenders	On person	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	Yes	No	No	No I	No I	No No
Protective gloves	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes I	No No
Plumb line/pole for assessing deep water depth	On person	No	No	No	No	No	Yes	Yes	No	No	Yes	No	No	No	No	No	No	No	Yes	Yes	Yes	No	No	No N	Yes I	No No
Fire extinguisher	On transport	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No I	No I	No No
Caution work in progress sign	On person	Yes	Yes	No	No	No	No	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No I	No I	No No
First Responder Kit & Infection Control	How Available?	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19 20
Mobile phone	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes \	Yes No
GPS Locator App	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
Whistle	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
First Aid kit	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
Hand wipes or gel	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
Gloves (carried and used if necessary)	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No No
Site Map	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No No
Emergency contact Numbers	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
Outdoor weather clothing and equipment	How Available?	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19 20
Wellingtons for shallow water (under 1.5ft)	On person	No	No	No	No	No	Yes	Yes	No	No	Yes	No	No	No	No	Yes	No	No	Yes	Yes	Yes	No	No	No	Yes I	No No
Waders for deep water (over 1.5ft)	On person	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No N	Yes	No No
Outdoor water proof coat	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes Yes
Outdoor water proof trousers	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No No
Warm clothing	On person	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	No No
				V	Vac	Voc	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Vac	Voc		.,				V I	No No
Day sack	On person	Yes	Yes	Yes	Yes	Yes	163	res	163	163	163	162	NO	163	163	162	162	Yes	Yes	Yes	Yes	Yes	Yes	Yes \	Yes	NO NO
Day sack Walking pole (Recommended)	On person On person	Yes No	Yes No	No	No	No	Yes	No	No	No	No	No	No	No	No	Yes	No	No	No	Yes	Yes			_		No No
	·			_					_	_						_						Yes	No	No N	Yes I	
Walking pole (Recommended)	On person	No	No	No	No No Yes	No No Yes	Yes	No	No	No	No	No	No	No	No	Yes	No	No	No	Yes	Yes	Yes	No No	No N	Yes I No I	No No

		Public tarmac Paths	Pathway Fencing	Planted Hedges	Planted Hedges	Slopping banks	Stream banking and Bed	Invasive species control: Himalayan Balsam	Boundary Wall	Signage Visability	Lifebuoy Maintenance	Create habitat piles	Nest boxes	Nest boxes	Living wall	Read Bed	Juniper hedge	Holly hedge	Meadow maintenance	Meadow maintenance	Meadow maintenance	Pathway Banking	Bramble maintenance	Tree planting	Ephemeral ponds	Winter feeding	Litter picking
Provisions (Food and Drink)	How Available?	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19	20
Drinking water	On person	Yes	Yes	Yes	Yes '	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No N	No
Breakfast	On transport or On person	Yes	Yes	Yes	Yes '	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No N	No
Lunch	On transport or On person	Yes	Yes	Yes	Yes '	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No N	No
Tea	On transport or On person	Yes	Yes	Yes	Yes '	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No N	No
Bin Bags	On transport or On person	Yes	Yes	Yes	Yes '	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No N	No
Tools Habitat/Maintenance	How Available/Transported?	1	2	3A	3B	4	5	6	7	8A	8B	9	10A	10B	11	12	13A	13B	14A	14B	14C	15	16	17	18	19	20
Pull trolley cart	Pull trolley cart	Yes	Yes	Yes	Yes '	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	Yes	No	No	No N	No
Heavy duty garden waste bags	Pull trolley cart	Yes	Yes	Yes	Yes '	Yes	Yes	No	Yes	No	Yes	No	No	No	No	No	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No N	No
Electric Strimmers/battery powered	Pull trolley cart	Yes	Yes	Yes	No '	Yes	Yes	No	No	No	No	No	No	No		No	No	No	No	No	No	No	No	No	No	No N	No
Weeding trowels	Pull trolley cart	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No	No	No	No N	No
Secateurs	Pull trolley cart	Yes	Yes	Yes	No '	Yes	Yes	No	Yes	No	Yes	No	No	No	No	No	Yes	No	No	Yes	No	Yes	Yes	No	No	No N	No
Loppers	Pull trolley cart	Yes	Yes	Yes	No '	Yes	Yes	No	Yes	No	Yes	No	No	No	No	No	Yes	No	No	Yes	No	Yes	Yes	No	No	No N	No
Hedge Sheers	Pull trolley cart	Yes	Yes	Yes	No '	Yes	Yes	No	Yes	No	Yes	No	No	No	No	No	Yes	No	No	Yes	No	Yes	Yes	No	No	No N	No
Spades	Pull trolley cart	Yes	Yes	Yes	Yes '	Yes	Yes	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No N	No
Rake	Pull trolley cart	Yes	Yes	Yes	No '	Yes	Yes	No	Yes	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No N	No
Axe	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No N	No
Hedgelaying bill hooks	Pull trolley cart	No	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No N	No
Buckets	Pull trolley cart	No	No	No	No	No	No	No	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No N	No
Water	Pull trolley cart	No	No	No		No	No	No	No	Yes	Yes	No	No	No	No		No	No	No	No	No	No	No	No	No	No N	No
Sponges	Pull trolley cart	No	No	No	Yes	No	No	No	No	Yes	Yes	No	No	No	No		No	No	No	No	No	No	No	No	No	No N	No
Washing up liquid	Pull trolley cart	No	No	No		No	No	No	No	No	No	No	No	No	No		No	No	No	No	No	No	No	No	No	No N	No
Bow Saw	Pull trolley cart	No	No	Yes		Yes	No	No	No	No	No	Yes	No	Yes	No	_	No	No	No	No	No	Yes	No	No	Yes	No N	No
Planks of wood	Pull trolley cart	No	No	No		No	No		No	No	No	No	Yes	No	No	_	No	No	No	No	No	No	No	No		No N	No
Hand saws	Pull trolley cart	No	No	No	No '		No	No	No	No	No	No	Yes	No	No		No	No	No	Yes	No	Yes	No	No	Yes	No N	No
Nails	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	Yes	Yes	No		No	No	No	No	No	No	No	No	-	No N	No
Hammer	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No N	No
Measuring tape	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No N	No
Pencil	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No N	No
Work platform	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	No	No		No	Yes	No	No	No	No	No	No	No	No	No N	No
Step ladders	Pull trolley cart	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes	No	No	No	No	No	No	No	No	No N	No
Plants as suitable for habitat	Bags/Trolley cart	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No N	No
Scythe	Pull trolley cart or wheel barrow	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No N	No
Petrol strimmer	Pull trolley cart or wheel barrow	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No N	No
Broadleaf Tree samplings	Pull trolley cart or wheel barrow	No	No	No		No	No	No	No	No	No	No	No		No			No	No	No	No	No	No	No	No	No N	No
Wheelbarrow	Push to site	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No	Yes	Yes	No N	٧o
Litter picker	On person	No	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No Y	Yes

Plastic bin bag	On person	No	No	No	No	No	Yes	No N	lo I	No Yes																
Maize	On person	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No N	lo /	Yes No

ACTIVITY: MEDICAL EMERGENCY CONTACT INFORMATION

Name Completed by (insert full name):

Primrose Nature Trust Site Address: Primrose Lodge, Primrose Road

Specific Location on Nature Reserve To be insert for each activity as per worksheet 3

999 for Ambulance - Fire - Police **Emergency Services Contact Number** 101

Lancashire Police Non-emergency

Royal Blackburn Hospital (A&E) **Burnley General Hospital (Urgent Care Centre)**

Haslingden Road, **Casterton Avenue**

Blackburn, Burnley Lancashire, **BB10 2PQ**

BB2 3HH Tel: 01282 425 071

Tel: 01254 263 555

List of volunteer contact details in event of emergency By completing this form I confirm who I wish to be contacted in the event of a medical

Volunteer Name Volunteer Emergency Contact No.

Complete Complete

Role:	Activity Date:
, Clitheroe. Lancs. BB7 1DR	

emergecy.

Volunteer Emergency Contact Name Signature *Complete*

Co-ordinator trained in: Impact Manual handling at work training (1/2 Moderate Negligible Minor Severe Catastrophic 3 5 Emergency first aid at work (1 day) Low hazard environments 5 Rare 4 Unlikely 2 10 4 6 8 Possible 3 6 9 12 15 Likely 4 8 12 20 5 Very likely 5 10

PCNT: ZONE ONE RISK ASSESSMENT

Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	eroe. Lancs. BB7 1DR	Name Completed by :							Date Reviewed:
						Risk	Ratin	Re	esidu	al Risl	Monitoring
Work Activity	Applicable Applicable	Risk Control	Further risk controls	People affected	Minimum Volume People Affected	Likelihood	mpact Risk Level	Likelihood	mpact	Risk Level	Descrip & Freq
Lone Working	Illness/accident whilst unaccompanied	Implement lone working policy. Phone lone working buddy as arrive on site and exit site.	Report in and out with Trustee on site as applicable.	Trustee, Volunteer Co- ordinator and Volunteer	3	2	5 1	0	1 5	_	Check in with lone working buddy
Carrying equipment to site and setting up	Manual Handling	Minimise large equipment being carried.	Equipment: As listed in Worksheet 5. Only carry small loads, two people to carry any heavy equipment or transport in wheelbarrows or pull trolley cart	Trustee, Volunteer Co- ordinator and Volunteer	3	5	4 2	0	5 2	? 10	Read/relay risk assessment to participants, ensuring understanding of necessary safety measures.
	Slips Trips and Falls	Assess ground conditions prior to commencing activities. Appropriate footware and walking aids as necessary.	Fully charged mobile phone with text alert app and buddy system.	Trustee, Volunteer Co- ordinator and Volunteer	3	3	4 1	2	3 3	3 9	Continuous assessment
	Livestock & Dogs	Check location of site does not have livestock	If livestock present ascertain nature and if necessary leave site	Trustee, Volunteer Co- ordinator and Volunteer	3	4	4 1	6	4 3	3 12	2 Check at site
	Exposure to hazardous substances	Awareness of hazardous substances in environment. No hazardous substances used in task or managed COSH substances where appropriate.		Volunteer Co-ordinator and Volunteer	2	3	5 1	5	2 3	3 (S Check at site
	Vehicular movements	Park in appropriate location, keep vigilant and communicate to other people in area		Volunteer Co-ordinator, Volunteer & Public	2	4	3 1	2	3 2	2 (Check at site
Using Hand tools	Injury relating to use of hand tools	Health and safety briefing in use of hand tools prior to start of activity.	Cautioned advised to ensure on firm ground when using tools/equipment. Work in pairs.	Volunteer Co-ordinator and Volunteer	2	3	4 1	2	2 4	} {	Continuous assessment
	Repetitive Injuries	Limit amount of time undertaking each activity and where necessary change tasks	Work in pairs to reduce work load on each individual.	Volunteer Co-ordinator and Volunteer	2	3	3	9	2 3	3 (Continuous assessment
Working near Water	Depth and Flow of Water	Check depth of water with pole or plumb line. Check flow of water, observation, test. Check conditions upstream and downstream to identify any additional risks in event of falling.	Bouancy aids if working within warm or hot zones, additional PPE as required	Trustee, Volunteer Co- ordinator and Volunteer	2	1	5	5	1 5	5 .	Check at site, continuous assessment
	Exposure to pollutants	Provide hand washing facility and discourage drinking of stream water	If any Biological Agent is detected halt activity and report to EA	Volunteer Co-ordinator and Volunteer	2	2	5 1	0	2 4	} {	Continuous assessment
	Exposure to Biological agents	Provide hand washing facility and discourage drinking of stream water		Volunteer Co-ordinator and Volunteer	2	3	5 1	5	3 4	12	2 Continuous assessment
	Exposure to Leptospirosis (Disease from the urine of rats)	Protect cuts and broken skin. Cuts sustained in the field should be cleaned immediately with clean water. Wash hands prior to eating, avoid touching mouth or eyes	talk, food/drink breaks also require hand	Volunteer Co-ordinator and Volunteer	2	3	5 1	5	2 5	5 10	Check risk level at site, and observe for signs and symptoms post visit for 2 week period.
	Immersions	Assess water level with pole prior to entering or plumb line for deep water. Do not enter water higher than boot level. Crossing stream may result in slip trip or fall	See slips trips and falls	Volunteer Co-ordinator and Volunteer	2	1	5	5	1 5	5 (5 Check at site
	Drowning	Two person site visit for safety. Carry throw line.	Carry whistle to alert contractors on site in event of serious water immersion. 12/25	Volunteer Co-ordinator and Volunteer	2	5	5 2	5	4 5	5 20	Check at site

	Co-ordinator trained in:								
	Manual handling at work training (1/2						Impact		
	day)				Negligible	Minor	Moderate	Severe	Catastrophic
	Emergency first aid at work (1 day) Low				1	2	3	4	5
	hazard environments		Rare	1	1	2	3	4	5
PCNT: ZONE ONE RISK ASSESSMENT		8	Unlikely	2	2	4	6	8	10
		░ _	Possible	3	3	6	9	12	15
		▎≝፟፟፟፟፟፟፟፟፟፟፟፟፟፟፟፟፟	Likely	4	4	8	12	16	20
			Very likely	5	5	10	15	20	25

Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	neroe. Lancs. BB7 1DR	Name Completed by :		Risk	Ratin	a Re	eidu	al Risi	Date Reviewed: Monitoring
	AA Applicable	activity?			Minimum Volume People	po	mpact Risk Level	pood	mpact	Risk Level	
Nork Activity	Hazard Q	g Risk Control	Further risk controls	People affected	Affected	Ě	<u> </u>	Ě	Ξ	쭚	Descrip & Freq
Norking near iquified mud	Immersions	Assess ground conditions.	Carry pole to assess ground conditions in muddy areas.	Volunteer Co-ordinator and Volunteer	2	3	3	9	2 2	2 4	Continuous assessment
Outdoor Work General	Exposure to Weather Conditions	Wear appropriate clothing, and where hat and sun cream wear necessary, bring spare change of clothes and towel	Cancel event if weather conditions too severe i.e. water levels increase on site	Volunteer Co-ordinator and Volunteer	2	5	2	10	3 2	2 (Review wheather forecast & checat site
	Getting lost or seperated from group	Wear high vis clothing, work in small groups and have a buddy system	Flag on site to identify working location, keep to footpaths, whistle used by group leader if someone reported missing, plan in place to systematically search the site and mobile phones held by group leader(s)	Volunteer Co-ordinator and Volunteer	2	2	3	6	1 2	2 :	2 Check at site
	Stinging and thorny plants	H&S Briefing to include plants to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3 3	3 !	Check at site
	Stinging and biting animals and insects	H&S Briefing to include creatures to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3 (3 !	Check at site
	Animal Faeces	Vigilance, appropriate washing facility.	Eye rinsing kit within first aid box	Volunteer Co-ordinator and Volunteer	2	3	3	9	3 2	2 (Check at site
	Exposure to ticks/Lymes Disease	H&S Briefing. Wear long trousers/sleave clothing to minimise risk of exposure.	Inspect self for ticks. Remove if competent, if not seek medical attention.	Volunteer Co-ordinator and Volunteer	2	3	5	15	2 4	1 ;	Instruct each volunteer and check at each site. Advice volunteers of signs & symptoms to observe for/seek medical attention.
	Hostile confrontation by domestic, farm or wild animal	All participants to be asked not to approach animals and not to touch any animals which approach staff or volunteers	Walk away from the animal, avoid running especially over rough ground, report to group leader, event to be cancelled if problem persists	Volunteer Co-ordinator and Volunteer	2	3	3	9	2 2	2 4	Check at site
	Confrontation from public	Remain polite and calm, defuse. If confrontation is still feared leave site or if safety threatened remove self from risk and contact police.	Cancel event if problem persists	Volunteer Co-ordinator and Volunteer	2	3	4	12	3 2	2 (6 Check at site
	Physical impairment	Encourage self-assessment of activity risks on booking through ability level needed. H&S Briefing to encourage awareness of risks/ability levels needed for tasks to encourage people to self-declare any issues.	Make reasonable adjustments or mitigate with equipment e.g. walking poles when outdoors on uneven ground. Buddy activities.		2	5	3	15	5 2	2 10	Use walking equipment or other aids on site
Construction site	Equipment and ground condition risks associated with construction site	Wear appropriate protective clothing for site i.e. hard hats, high visability jackets, protective footwear. Receive contractors site safety talk.	Report in and out with contractors on site.	Volunteer Co-ordinator and Volunteer	2	2	3	6	2 2	2 ,	Continuous assessment

			Co andimeter trained in								
			Co-ordinator trained in: Land based activites						Impact		
			Manual handling at work training (1/2		Negligible	ı	inor		Moderat	I .	Catastrophic
			day)		1		2		3	4	5
			Emergency first aid at work (1 day) Low	Rare 1 Unlikely 2	1 2		2 4		3 6	4 8	5 10
			hazard environments	Unlikely 2 Possible 3 Likely 4	3		6		9	12	15
PCNT: ZONE	E TWO RISK ASSESSME	NT	Water based activities Manual handling at work training (1/2	Likely 4	4		8		12	16	20
		•	day)	Very likely 5	5		10		15	20	25
			First aid in work (3 day course) High								
			hazard environments								
			Water Safety Awareness (1 day training) Water Rescue First Responder (2 day								
			training)								
			J,								
Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	eroe. Lancs. BB7 1DR	Name Completed by :		_				Date Reviewed:	
						Risk F	Rating	Res	idual Ris	k Monitoring	
	<u> </u>				Minimum	p	<u></u>	ō	<u></u>		
	Hazard				Volume	٠ و	Risk Level	ikelihood	mpact Risk Level		
	<u> </u>				People	Likeliho	- X	ē	Impact Risk Le		
Work Activity	Tiuzuiu 4 ;	1 Kisk Control	Further risk controls	People affected	Affected			5		Descrip & Freq	1. 1 1.
Lone Working	Illness/accident whilst unaccompanied	Implement lone working policy. Phone lone working buddy as arrive on site and exit site.	Report in and out with Trustee on site as applicable.	Trustee, Volunteer Co- ordinator and Volunteer		2	5 10	1	5	5 Check in with lor	ne working buddy
	unaccompanied	working buddy do diffre on one and oak one.	арриоамо.	ordinator and voluntees							
Carrying	Manual Handling	Minimise large equipment being carried.	Equipment: As listed in Worksheet 5.	Trustee, Volunteer Co-	3	4	4 16	5	2 1	0 Read/relay risk a	
equipment to site and setting up			Only carry small loads, two people to carry any heavy equipment or transport in	ordinator and Voluntee	•					participants, ens	uring f necessary safety
and setting up			wheelbarrows or pull trolley cart							measures.	necessary salety
	Slips Trips and Falls	Assess ground conditions prior to	Fully charged mobile phone with text alert	Trustee, Volunteer Co-	3	4	4 16	4	3 1	2 Continuous asse	essment
		commencing activities. Appropriate footware and walking aids as necessary.	app and buddy system.	ordinator and Voluntee	-						
	Livestock & Dogs	Check location of site does not have livestock. Also check for dogs.	If livestock present ascertain nature and if necessary leave site	Trustee, Volunteer Co- ordinator and Voluntee	. 3	2	4 8	1	3	3 Check at site	
	Exposure to hazardous	Awareness of hazardous substances in	Hand wash and wipes. H&S briefing to	Volunteer Co-ordinator	2	3	5 15	3	3	9 Check at site	
	substances	environment. No hazardous substances used		and Volunteer							
		in task or managed COSH substances where									
		appropriate.	COSHH assessment carried out for controlled substances.								
	Vehicular movements	Park in appropriate location, keep vigilant and		Volunteer Co-ordinator	2	3	3 9	3	2	6 Check at site	
		communicate to other people in area	Notice in car advising no. to call.	Volunteer & Public							
Using Hand tools	Injury relating to use of hand tools	Health and safety briefing in use of hand tools prior to start of activity.	Cautioned advised to ensure on firm ground when using tools/equipment.	Volunteer Co-ordinator and Volunteer	2	3	4 12	2	4	8 Continuous asse	essment
	10013	prior to start or activity.	Work in pairs.	and volunteel							
	Repetitive Injuries	Limit amount of time undertaking each	Work in pairs to reduce work load on	Volunteer Co-ordinator	2	3	3 9	2	3	6 Continuous asse	essment
		activity and where necessary change tasks	each individual.	and Volunteer							
Working near	Depth and Flow of Water	Check depth of water with pole or plumb line.	Check weather conditions for rain etc.	Trustee, Volunteer Co-	2	4	4 16	3	3	9 Check at site, co	ntinuous
Water	·	Check flow of water, observation, test. Check		ordinator and Voluntee	-					assessment	
		conditions upstream and downstream to	during rainfall. Bouancy aids if working								
		identify any additional risks in event of falling. Only enter water if below wellington height	as required see checklist. Apply principles								
		and low flow.	sheet 3.								
	Exposure to pollutants	Provide hand washing facility and discourage		Volunteer Co-ordinator	2	3	5 15	3	3	9 Continuous asse	essment
		drinking of stream water. Maintain good hand hygiene, wear appropriate PPE gloves.	activity and report to EA	and Volunteer							
		mysichic, wedi appropriate i i = gioves.									
	Exposure to Biological agents	Provide hand washing facility and discourage		Volunteer Co-ordinator	2	3	5 15	3	3	9 Continuous asse	essment
		drinking of stream water. Maintain good hand	and report to EA	and Volunteer							
		hygiene, wear appropriate PPE gloves.									
										•	

	Co-ordinator trained in:					Impact		
	<u>Land based activites</u> Manual handling at work training (1/2			Negligible	Minor	Moderate	Severe	Catastrophic
	day)			1	2	3	4	5
	Emergency first aid at work (1 day) <i>Low</i>		Rare 1	1	2	3	4	5
	hazard environments	8	Unlikely 2	2	4	6	8	10
	Water based activities	≝	Possible 3	3	6	9	12	15
PCNT: ZONE TWO RISK ASSESSMENT	Manual handling at work training (1/2	*	Likely 4	4	8	12	16	20
	day)	L	Very likely 5	5	10	15	20	25
	First aid in work (3 day course) High							
	hazard environments							
	Water Safety Awareness (1 day training)							
	Water Rescue First Responder (2 day							
	training)							
Organisation Britanna Natura Tarata City Britanna Ladar Britanna	as Dood Olithous Laws DD7 4DD						ata Paviawad:	

Organisation	Primrose Nature Trust		Site: Primrose Lodge, Primrose Road, Clith	eroe. Lancs. BB7 1DR	Name Completed by :								Date Reviewed:
							Risk	Rati	ng l	Resid	lual F	Risk	Monitoring
Nork Activity	Hazard	Applicable to activity?	Risk Control	Further risk controls	People affected	Minimum Volume People Affected	2	Impact Risk I evel		Likelihood	mipaci Pick Lovel	5	Descrip & Freq
	Exposure to Leptospirosis (Disease from the urine of rats)		Protect cuts and broken skin. Cuts sustained in the field should be cleaned immediately with clean water. Wash hands prior to eating, avoid touching mouth or eyes	talk, food/drink breaks also require hand	Volunteer Co-ordinator and Volunteer	2	5	5	25	3	5		Check risk level at site, and observe for signs and symptoms post visit for 2 week period.
	Immersions		Assess water level with pole prior to entering or plumb line for deep water. Do not enter water higher than boot level. Crossing stream may result in slip trip or fall	See slips trips and falls	Volunteer Co-ordinator and Volunteer	2	4	5	20	4	4	16	Check at site
	Drowning		Two person site visit for safety. Carry throw line.	Carry whistle to alert other volunteers on site in event of serious water immersion.		2	3	5	15	2	5	10	Check at site
Vorking near	Immersions		Carry pole to assess ground conditions.	Carry throw line.	Volunteer Co-ordinator	2	3	4	12	2	3	6	Continuous assessment
quified mud Outdoor Work General	Exposure to Weather Conditions		Wear appropriate clothing, and where hat and sun cream wear necessary, bring spare change of clothes and towel. Assess water levels, and flow prior to entering water and monitor levels throughout activity.	Cancel event if weather conditions too severe i.e. water levels increase on site	and Volunteer Volunteer Co-ordinator and Volunteer	2	5	4	20	3	4		Review wheather forecast & checat site
	Getting lost or seperated from group		Wear high vis clothing, work in small groups and have a buddy system	Flag on site to identify working location, keep to footpaths, whistle used by group leader if someone reported missing, plan in place to systematically search the site and mobile phones held by group leader(s)	Volunteer Co-ordinator and Volunteer	2	3	5	15	2	5	10	Check at site
	Stinging and thorny plants		H&S Briefing to include plants to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	Check at site
	Stinging and biting animals and insects			Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	Check at site
	Animal Faeces		Vigilance, appropriate washing facility.	Eye rinsing kit within first aid box	Volunteer Co-ordinator and Volunteer	2	3	3	9	3	2	6	Check at site
	Exposure to ticks/Lymes Disease		H&S Briefing. Wear long trousers/sleave clothing to minimise risk of exposure.	Inspect self for ticks. Remove if competent, if not seek medical attention.	Volunteer Co-ordinator and Volunteer	2	4	5	20	3	4	į	Instruct each volunteer and check at each site. Advice volunteers of signs & symptoms to observe for/seek medical attention.

PCNT: ZONE	E TWO RISK ASSESSMENT		Co-ordinator trained in: Land based activites Manual handling at work training (1/2 day) Emergency first aid at work (1 day) Low hazard environments Water based activities Manual handling at work training (1/2 day) First aid in work (3 day course) High hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day training)	Rare 1 Unlikely 2 Possible 3 Likely 4 Very likely 5	Negligible 1 1 2 3 4 5	,	Minor 2 2 4 6 8 10		Impact Moderate 3 3 6 9 12 15	Severe 4 4 8 12 16 20	Catastrophic 5 5 10 15 20 25
Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	neroe. Lancs. BB7 1DR	Name Completed by :	:	Risk	Rating	Res	idual Risk	Date Reviewed: Monitoring	
Work Activity	Parezet Applicable to activity?	Risk Control	Further risk controls	People affected	Minimum Volume People Affected	9	Impact Risk Level	Likelihood	Impact Risk Level	Descrip & Freq	
	Hostile confrontation by domestic, farm or wild animal	All participants to be asked not to approach animals and not to touch any animals which approach staff or volunteers	running especially over rough ground, report to group leader, event to be cancelled if problem persists	Volunteer Co-ordinator and Volunteer		2 3	3 9	9 3	2 6	Check at site	
	Confrontation from public	Remain polite and calm, defuse. If confrontation is still feared leave site or if safety threatened remove self from risk and contact police.	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Volunteer Co-ordinator and Volunteer			4 12			Check at site	
	Physical impairment	Encourage self-assessment of activity risks on booking through ability level needed. H&S Briefing to encourage awareness of	outdoors on uneven ground. Buddy	and Volunteer		3	4 12	2 3		Use walking aids equipment on site	•
Construction site	Equipment and ground condition risks associated with construction site	Wear appropriate protective clothing for site i.e. hard hats, high visability jackets, protective footwear. Receive site safety talk.	Report in and out with contractors on site.	Volunteer Co-ordinator and Volunteer	2	2 3	5 1	5 2	5 10	Continuous asses	ssment
				Total Risk Score fo	r Zone 2		349	9	219		

	Co-ordinator trained in: Land based activites					Impact		
	Manual handling at work training (1/2			Negligible	Minor	Moderate	Severe	Catastrophic
	day)			1	2	3	4	5
	Emergency first aid at work (1 day) Low	_ R	Rare 1	1	2	3	4	5
	hazard environments	8 Unl	likely 2	2 2	4	6	8	10
	Water based activities	₽os	ssible 3	3	6	9	12	15
CNT: ZONE THREE RISK ASSESSMENT	Manual handling at work training (1/2	≛Lii	kely 4	4	8	12	16	20
	day)	Very	likely 5	5 5	10	15	20	25
	First aid in work (3 day course) High							
	hazard environments							
	Water Safety Awareness (1 day training)							
	Water Rescue First Responder (2 day							
	training)							

Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	eroe. Lancs. BB7 1DR	Name Completed by :		Risk	Rating	Res	sidual	Risk	Date Reviewed: Monitoring
Work Activity	Applicable to activity?	Risk Control	Further risk controls	People affected	Minimum Volume People Affected	ŏ	Impact Risk Level	Likelihood	Impact	Risk Level	Descrip & Freq
Lone Working	Illness/accident whilst unaccompanied	Implement lone working policy. Phone lone working buddy as arrive on site and exit site.	Report in and out with Trustee on site as applicable.	Trustee, Volunteer Co- ordinator and Volunteer	3	2	5 1	1	5	5	Check in with lone working buddy
Carrying equipment to site and setting up	Manual Handling	Minimise large equipment being carried.	Equipment: As listed in Worksheet 5. Only carry small loads, two people to carry any heavy equipment or transport in wheelbarrows or pull trolley cart	Trustee, Volunteer Co- ordinator and Volunteer	3	4	4 1	5	2		Read/relay risk assessment to participants, ensuring understanding of necessary safety measures.
	Slips Trips and Falls	Assess ground conditions prior to commencing activities. Appropriate footware and walking aids as necessary.	Fully charged mobile phone with text alert app and buddy system.	Trustee, Volunteer Co- ordinator and Volunteer	3	5	4 2	0 4	3	12	Continuous assessment
	Livestock & Dogs	Check location of site does not have livestock	necessary leave site	ordinator and Volunteer	3		•	3 1	_	_	Check at site
	Exposure to hazardous substances	Awareness of hazardous substances in environment. No hazardous substances used in task or managed COSH substances where appropriate.		Volunteer Co-ordinator and Volunteer	2	3	5 1	5 3	3	9	Check at site
	Vehicular movements	Park in appropriate location, keep vigilant and communicate to other people in area		Volunteer Co-ordinator, Volunteer & Public	2	3	3	3	2	6	Check at site
Using Hand tools	Injury relating to use of hand tools	Health and safety briefing in use of hand tools prior to start of activity.	Cautioned advised to ensure on firm ground when using tools/equipment. Work in pairs.	Volunteer Co-ordinator and Volunteer	2	3	4 1	2 2	4	8	Continuous assessment
	Repetitive Injuries	Limit amount of time undertaking each activity and where necessary change tasks	Work in pairs to reduce work load on each individual.	Volunteer Co-ordinator and Volunteer	2	3	3	2	3	6	Continuous assessment
Working near Water	Depth and Flow of Water	Check depth of water with pole or plumb line. Check flow of water, observation, test. Check conditions upstream and downstream to identify any additional risks in event of falling.	hot zones, additional PPE as required	Trustee, Volunteer Co- ordinator and Volunteer	2	4	4 1	6 3	3	9	Check at site, continuous assessment
	Exposure to pollutants	Provide hand washing facility and discourage drinking of stream water	If any Biological Agent is detected halt activity and report to EA	Volunteer Co-ordinator and Volunteer	2	3	5 1	5 3	3	9	Continuous assessment
	Exposure to Biological agents	Provide hand washing facility and discourage drinking of stream water	If any pollutant is detected halt activity and report to EA	Volunteer Co-ordinator and Volunteer	2	3	5 1	5 3	3	9	Continuous assessment
	Exposure to Leptospirosis (Disease from the urine of rats)	Protect cuts and broken skin. Cuts sustained in the field should be cleaned immediately with clean water. Wash hands prior to eating, avoid touching mouth or eyes	talk, food/drink breaks also require hand	Volunteer Co-ordinator and Volunteer	2	5	5 2	5 3	5		Check risk level at site, and observe for signs and symptoms post visit for 2 week period.

	Co-ordinator trained in: Land based activites					Impact		
	Manual handling at work training (1/2			Negligible	Minor	Moderate	Severe	Catastrophic
	day)		Doro 1	1	2	3	4	5
	Emergency first aid at work (1 day) Low	8	Rare 1 Unlikely 2	2	4	6	8	10
	hazard environments	<u> </u>	Possible 3	3	6	9		15
PCNT: ZONE THREE RISK ASSESSMENT	Water based activities	ikeli.	Likely 4	4	8	12	12 16	20
PCN1: ZUNE THREE RISK ASSESSIVIENT	Manual handling at work training (1/2 day)	–	Very likely 5	5	10	15	20	25
	First aid in work (3 day course) High hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day training)							

Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	eroe. Lancs. BB7 1DR	Name Completed by :		Dic	, Dot	ina I	Doc:	dus	Diel	Date Reviewed: Monitoring
	plicable	c acti vit/vit/vit/vit/vit/vit/vit/vit/vit/vit/			Minimum Volume People	Likelihood			ро		Risk Level	(monitoring
Nork Activity	Hazard $\overset{\circ}{A}$	2 Risk Control	Further risk controls	People affected	Affected	Ě	<u> </u>	<u> </u>	<u>Ě</u>	<u>Ē</u>	2	Descrip & Freq
	Immersions	Assess water level with pole prior to entering or plumb line for deep water. Do not enter water higher than boot level. Crossing stream may result in slip trip or fall	See slips trips and falls	Volunteer Co-ordinator and Volunteer	2	5	5	25	4	4	16	6 Check at site
	Drowning	Two person site visit for safety. Carry throw line.	Carry whistle to alert contractors on site in event of serious water immersion.	Volunteer Co-ordinator and Volunteer	2	3	5	15	2	5	10	Check at site
Norking near iquified mud	Immersions	Carry pole to assess ground conditions, especially when working in wetland areas.	Carry throw line.	Volunteer Co-ordinator and Volunteer	2	4	4	16	4	3	12	Continuous assessment
Outdoor Work General	Exposure to Weather Conditions	Wear appropriate clothing, and where hat and sun cream wear necessary, bring spare change of clothes and towel	Cancel event if weather conditions too severe i.e. water levels increase on site	Volunteer Co-ordinator and Volunteer	2	5	4	20	3	4	12	Review wheather forecast & check at site
	Getting lost or seperated from group	Wear high vis clothing, work in small groups and have a buddy system	Flag on site to identify working location, keep to footpaths, whistle used by group leader if someone reported missing, plan in place to systematically search the site and mobile phones held by group leader(s)	Volunteer Co-ordinator and Volunteer	2	3	5	15	2	5	10	Check at site
	Stinging and thorny plants	H&S Briefing to include plants to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	9 Check at site
	Stinging and biting animals and insects	H&S Briefing to include creatures to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	9 Check at site
	Animal Faeces	Vigilance, appropriate washing facility.	Eye rinsing kit within first aid box	Volunteer Co-ordinator and Volunteer	2	3	3	9	3	2	6	6 Check at site
	Exposure to ticks/Lymes Disease	H&S Briefing. Wear long trousers/sleave clothing to minimise risk of exposure.	Inspect self for ticks. Remove if competent, if not seek medical attention.	Volunteer Co-ordinator and Volunteer	2	4	5	20	3	4	12	Instruct each volunteer and check at each site. Advice volunteers of signs & symptoms to observe for/seek medical attention.
	Hostile confrontation by domestic, farm or wild animal	All participants to be asked not to approach animals and not to touch any animals which approach staff or volunteers	Walk away from the animal, avoid running especially over rough ground, report to group leader, event to be cancelled if problem persists	Volunteer Co-ordinator and Volunteer	2	3	3	9	3	2	6	6 Check at site
	Confrontation from public	Remain polite and calm, defuse. If confrontation is still feared leave site or if safety threatened remove self from risk and contact police.	Cancel event if problem persists	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	2	6	6 Check at site

PCNT: ZONE	E THREE RISK ASSES	SME	NT	Co-ordinator trained in: Land based activites Manual handling at work training (1/2 day) Emergency first aid at work (1 day) Low hazard environments Water based activities Manual handling at work training (1/2 day) First aid in work (3 day course) High hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day training)	Rare 1 Unlikely 2 Possible 3 Likely 4 Very likely 5	Negligible 1 1 2 3 4 5	٨	1 inor 2 2 4 6 8 10		Impact Moderate 3 3 6 9 12	Severe 4 4 8 12 16 20	Catastrophic 5 5 10 15 20 25
Organisation	Primrose Nature Trust		Site: Primrose Lodge, Primrose Road, Clith	neroe. Lancs. BB7 1DR	Name Completed by		Risl	Rating	Res	idual Ri	Date Reviewe	d:
Work Activity	Hazard	Applicable to activity?	Risk Control	Further risk controls	People affected	Minimum Volume People Affected	Likelihood	Impact Risk Level	Likelihood	Impact Risk Level	Descrip & Fre	q
-	Physical impairment		Encourage self-assessment of activity risks on booking through ability level needed. H&S Briefing to encourage awareness of risks/ability levels.	Make reasonable adjustments or mitigate with equipment e.g. walking poles when outdoors on uneven ground. Buddy activities.	Volunteer Co-ordinator and Volunteer	or 2	3	4 1:	2 3	2	6 Use walking e	quipment on site
Industrial heritage	Entanglement/Injury from old heritage equipment		Wear protective PPE handwear and footwear.	Plan of works in place developed by trained specialist.	Specialist, Volunteer ordinator and Volunte		4	4 1	6 4	3	12 Continuous as	sessment
Construction site	Equipment and ground condition risks associated with construction site		Wear appropriate protective clothing for site i.e. hard hats, high visability jackets, protective footwear. Receive contractors site safety talk.	Report in and out with contractors on site.	Volunteer Co-ordinate and Volunteer	or 2	3	5 1	5 2	5	10 Continuous as	sessment

			Co-ordinator trained in: <u>Land based activites</u> Manual handling at work training (1/2		Negligible	٨	∕linor	1		pact derate	Severe	Catastrophic
			day)		1		2			3	4	5
			Emergency first aid at work (1 day) Low	Rare 1	1		2			3	4	5
			hazard environments	Unlikely 2	2		4			6	8	10
			Water based activities	Unlikely 2 Possible 3 Likely 4	3		6			9	12	15
PCNT: ZONE	E FOUR RISK ASSESSME	NT	Manual handling at work training (1/2	Likely 4 Very likely 5	4 5		8 10			12 15	16 20	20 25
			day)	Very likely 3	3		10			10	20	23
			First aid in work (3 day course) High hazard environments									
			Water Safety Awareness (1 day training)									
			Water Rescue First Responder (2 day									
			training)									
Organisation	Drimman Nationa Trust	Citas Driversas Ladas Driversas Dand Clit	name Laws DR7.4DD	Nama Camplated by							Date Reviewed	
/igailisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clitt	ieroe. Lancs. BB/ TDR	Name Completed by :	i	Risk	Ratin	g Re	sidu	al Risk	Monitoring	•
	a. C.											
	Applicable activity?				Minimum Volume	×	mpact Risk Level	Likelihood		Risk Level		
					People	ië j	mpact Risk Le	lë	mpact	Ā		
Vork Activity	Hazard V 0	Risk Control	Further risk controls	People affected	Affected	Ě	E S	Ě	ᆵ	Sis	Descrip & Freq	
one Working	Illness/accident whilst	Implement lone working policy. Phone lone	Report in and out with Trustee on site as	Trustee, Volunteer Co-	. 3	2	5 1	0 1	Ē	5 5	Check in with lo	ne working budo
	unaccompanied	working buddy as arrive on site and exit site.	applicable.	ordinator and Voluntee	r							
arrying	Manual Handling	Minimise large equipment being carried.	Equipment: As listed in Worksheet 5.	Trustee, Volunteer Co-		4	4 1	6 5	5 :	2 10	Read/relay risk	
quipment to site			Only carry small loads, two people to	ordinator and Voluntee	er .						participants, ens	
ind setting up			carry any heavy equipment or transport in wheelbarrows or pull trolley cart								understanding o measures.	r necessary sar
	Slips Trips and Falls	Assess ground conditions prior to	Fully charged mobile phone with text alert	Trustee Volunteer Co-	. 9	5	4 2	20 4		4 16	Continuous asse	essment
	cpcpc aa . ac	commencing activities. Appropriate footware	, , ,	ordinator and Voluntee								
		and walking aids as necessary.	.,									
	Livestock & Dogs	Check location of site does not have livestock	•			2	4	8 1	:	3 3	Check at site	
	Formation to be a sense of the	A	necessary leave site	ordinator and Voluntee							Ob! + -:+-	
	Exposure to hazardous substances	Awareness of hazardous substances in environment. Particular caution near sewage	Hand wash and wipes. H&S briefing to include water hazards and infection	Volunteer Co-ordinator and Volunteer	2	4	5 2	20 4	:	3 12	Check at site	
	substances	overflow. No hazardous substances used in	control issues.	and volunteer								
		task or managed COSH substances where	COSHH assessment carried out for									
		appropriate.	controlled substances.									
	Vehicular movements	Park in appropriate location, keep vigilant and	9	Volunteer Co-ordinator	·, 2	3	3	9 3	3	2 6	Check at site	
		communicate to other people in area	Notice in car advising no. to call.	Volunteer & Public								
Ising Hand tools	, , ,	Health and safety briefing in use of hand tools		Volunteer Co-ordinator	. 2	4	4 1	6 3	} '	4 12	Continuous asse	essment
	tools	prior to start of activity.	ground when using tools/equipment. Work in pairs.	and Volunteer								
	Repetitive Injuries	Limit amount of time undertaking each	Work in pairs. Work in pairs to reduce work load on	Volunteer Co-ordinator	. 2	3	3	9 2	2	3 6	Continuous asse	essment
	riopoulito injunios	activity and where necessary change tasks	each individual.	and Volunteer	-					0		,
Vorking near	Depth and Flow of Water	Check depth of water with pole or plumb line.	Check weather conditions for rain etc.	Trustee, Volunteer Co-	. 2	4	4 1	6 3	3 ;	3 9	Check at site, co	ontinuous
/ater		Check flow of water, observation, test. Check		ordinator and Voluntee							assessment	
		conditions upstream and downstream to	hot zones, additional PPE as required									
		identify any additional risks in event of falling.	see checklist.Apply principles sheet 3.									
	Exposure to pollutante	Provide hand washing facility and discourage	If any Riological Agent is detected belt	Volunteer Co-ordinator	. 2	3	5 1	5 3	3 ;	3 0	Continuous asse	esement
	Exposure to pollutants	Provide hand washing facility and discourage drinking of stream water	activity and report to EA	and Volunteer	2	3	5 1	3	,	5 9	Continuous asse	รออกเษาแ
	Exposure to Biological agents	Provide hand washing facility and discourage		Volunteer Co-ordinator	. ,	3	5 1	5 3	3 :	3 9	Continuous asse	essment
		drinking of stream water		and Voluntoor	-	Ĭ		1				

talk, food/drink breaks also require hand and Volunteer

and Volunteer

Volunteer Co-ordinator

2 5 5 25

4 3 12 Check risk level at site, and

observe for signs and symptoms post visit for 2 week period.

and report to EA

washing.

Wear protective PPE gloves. Protect cuts and First aid kit available, include in safety

drinking of stream water

touching mouth or eyes

broken skin. Cuts sustained in the field

should be cleaned immediately with clean

water. Wash hands prior to eating, avoid

Exposure to Leptospirosis

(Disease from the urine of

rats)

Co-ordinator trained in:
Land based activites
Manual handling at work training (1/2
day)
Emergency first aid at work (1 day) Low
hazard environments
14/ / 1 / / //

Water based activities
Manual handling at work training (1/2 First aid in work (3 day course) High

hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day

training)

PCNT: ZONE FOUR RISK ASSESSMENT

	1			Impact		
	ļ	Negligible	Minor	Moderate	Severe	Catastrophic
		1	2	3	4	5
	Rare 1	1	2	3	4	5
8	Unlikely 2	2	4	6	8	10
ikelihood	Possible 3	3	6	9	12	15
😤	Likely 4	4	8	12	16	20
-	Very likely 5	5	10	15	20	25

Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clin	theroe. Lancs. BB7 1DR	Name Completed by :							Date Reviewed:
						Risk	Rating	Res	sidua	l Risk	Monitoring
Work Activity	: Hazard	Applicable to activity activity Risk Control	Further risk controls	People affected	Minimum Volume People Affected	Likelihood	Impact Risk Level	Likelihood	Impact	Risk Level	Descrip & Freq
	Immersions	Assess water level with pole prior to entering or plumb line for deep water. Do not enter water higher than boot level. Crossing strear may result in slip trip or fall		Volunteer Co-ordinator and Volunteer	2	5	5 2	5 4	4	16	Check at site
	Drowning	Two person site visit for safety. Carry throw line.	Carry whistle to alert contractors on site in event of serious water immersion.	Volunteer Co-ordinator and Volunteer	2	3	5 1	5 2	5	10	Check at site
Working near liquified mud	Immersions	Carry pole to assess ground conditions, especially when working in wetland areas.	Carry throw line.	Volunteer Co-ordinator and Volunteer	2	4	4 1	6 4	3	12	Continuous assessment
Outdoor Work General	Exposure to Weather Conditions	Wear appropriate clothing, and where hat an sun cream wear necessary, bring spare change of clothes and towel	d Cancel event if weather conditions too severe i.e. water levels increase on site	Volunteer Co-ordinator and Volunteer	2	5	4 2	0 3	4	12	Review wheather forecast & chec at site
	Getting lost or seperated from group	Wear high vis clothing, work in small groups and have a buddy system	Flag on site to identify working location, keep to footpaths, whistle used by group leader if someone reported missing, plan in place to systematically search the site and mobile phones held by group leader(s)	Volunteer Co-ordinator and Volunteer	2	3	5 1	5 2	5	10	Check at site
	Stinging and thorny plants	H&S Briefing to include plants to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4 1	2 3	3	9	Check at site
	Stinging and biting animals and insects	H&S Briefing to include creatures to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4 1	2 3	3	9	Check at site
	Animal Faeces	Vigilance, appropriate washing facility.	Eye rinsing kit within first aid box	Volunteer Co-ordinator and Volunteer	2	3	3	9 3	2	6	Check at site
	Exposure to ticks/Lymes Disease	H&S Briefing. Wear long trousers/sleave clothing to minimise risk of exposure.	Inspect self for ticks. Remove if competent, if not seek medical attention.	Volunteer Co-ordinator and Volunteer	2	4	5 2	0 3	4	12	Instruct each volunteer and check at each site. Advice volunteers of signs & symptoms to observe for/seek medical attention.
	Hostile confrontation by domestic, farm or wild animal	All participants to be asked not to approach animals and not to touch any animals which approach staff or volunteers	Walk away from the animal, avoid running especially over rough ground, report to group leader, event to be	Volunteer Co-ordinator and Volunteer	2	3	3	9 3	2	6	Check at site
	Confrontation from public	Remain polite and calm, defuse. If confrontation is still feared leave site or if safety threatened remove self from risk and contact police.	cancelled if problem persists Cancel event if problem persists	Volunteer Co-ordinator and Volunteer	2	3	4 1	2 3	2	6	Check at site
	Hazards from low branches	H&S Briefing beware of low brances and trip hazards in area. Wear PPE footwear.	Steel toe cap boots recommended. 21/25	Volunteer Co-ordinator and Volunteer	2	4	3 1	2 4	2	8	Continuous assessment & alertness

DONT: ZONE	FOUR RISK ASSESSM	=NIT	Rare 1 Unlikely 2 Possible 3 Likely 4	Negligible 1 1 2 3	M	1inor 2 2 4 6		Impact Moderate 3 3 6 9	Severe 4 4 8 12 16	Catastrophic 5 5 10 15 20	
			Manual handling at work training (1/2 day) First aid in work (3 day course) High hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day training)	Very likely 5	5		10		15	20	25
Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clitheroe. Lancs. BB7 1DR		Name Completed by :	Date Reviewed: Risk Rating Residual Risk Monitoring						
Work Activity	A A Hazard	N. N	Further risk controls	People affected	Minimum Volume People Affected	2	mpact Risk Level	Likelihood	mpact Risk Level	Descrip & Freq	
	Physical impairment	Encourage self-assessment of activity risks on booking through ability level needed. H&S Briefing to encourage awareness of	· · · · · · · · · · · · · · · · · · ·	Volunteer Co-ordinator and Volunteer	2	3	4 12	-	2 6	Use walking equ	ipment on site
Industrial heritage	Entanglement/Injury from old heritage equipment	Only work on heritage sluice gates if supervised by appropriately trained specialist.Wear protective PPE handwear.	Plan of works in place developed by trained specialist.	Specialist, Volunteer Co ordinator and Volunteer		3	4 12	3	3 12	Continuous asse	essment
Construction site	Equipment and ground condition risks associated with construction site	Wear appropriate protective clothing for site i.e. hard hats, high visability jackets, protective footwear. Receive contractors site safety talk.	Report in and out with contractors on site.	and Volunteer		3	5 15	2		Continuous asse	essment
<u> </u>				Total Risk Score for	Zone 3		395	5	253		<u></u>

	Co-ordinator trained in:					Impact		
	Manual handling at work training (1/2 day) First aid in work (3 day course) <i>High hazard</i>			Negligible	Minor	Moderate	Severe	Catastrophic
DONT, ZONE FIVE DIOK ACCESSMENT	environments Water Safety Awareness (1 day training)	Rare	1	1	2	3	4	5
PCNT: ZONE FIVE RISK ASSESSMENT	Water Rescue First Responder (2 day	Unlikely Possible		2	4 6	6	8 12	10 15
	training) Water Rescue Responder <i>(3 day training)</i>	Likely	4	4	8	12	16	20
	Total training time required = 9.5 days	Very like	ly 5	5	10	15	20	25

			Total training time required = 9.5 days	very likely 3	J		10				20 20
Organisation	Primrose Nature Trust	Site: Primrose Lodge, Primrose Road, Clith	neroe. Lancs. BB7 1DR	Name Completed by :							Date Reviewed:
						Risk	Rating	g Re	esidua	al Ris	k Monitoring
Work Activity Lone Working	Hazard Hazard Willness/accident whilst	Risk Control Implement lone working policy. Phone lone	Further risk controls Report in and out with Trustee on site as	People affected Trustee. Volunteer Co-	Minimum Volume People Affected	Likelihood	Impact Risk Level	Likelihood	lmbact	Risk Level	Descrip & Freq 5 Check in with lone working buddy
	unaccompanied	working buddy as arrive on site and exit site.	applicable.	ordinator and Volunteer	ŭ						
Carrying equipment to site and setting up	Manual Handling	Minimise large equipment being carried.	Equipment: As listed in Worksheet 5. Only carry small loads, two people to carry any heavy equipment or transport in wheelbarrows or pull trolley cart	Trustee, Volunteer Co- ordinator and Volunteer	3	5	4 2	:0	5 2	. 1	Read/relay risk assessment to participants, ensuring understanding of necessary safet measures.
	Slips Trips and Falls	Assess ground conditions prior to commencing activities. Appropriate footware and walking aids as necessary.	Fully charged mobile phone with text alert app and buddy system.	Trustee, Volunteer Co- ordinator and Volunteer	3	4	4 1	6 4	4 3	3 1:	2 Continuous assessment
	Livestock & Dogs	Check location of site does not have livestock	necessary leave site	Trustee, Volunteer Co- ordinator and Volunteer	3	2	4		1 3		3 Check at site
	Exposure to hazardous substances	Awareness of hazardous substances in environment. No hazardous substances used in task or managed COSH substances where appropriate.	Hand wash and wipes. H&S briefing to include water hazards and infection control issues. COSHH assessment carried out for controlled substances.	Volunteer Co-ordinator and Volunteer	2	3	5 1	5	3 3	,	9 Check at site
	Vehicular movements	Park in appropriate location, keep vigilant and communicate to other people in area	Notice in car advising no. to call.	Volunteer Co-ordinator, Volunteer & Public	2	3	3	9 :	3 2	2	6 Check at site
Jsing Hand tools	Injury relating to use of hand tools	Health and safety briefing in use of hand tools prior to start of activity.	Cautioned advised to ensure on firm ground when using tools/equipment. Work in pairs.	Volunteer Co-ordinator and Volunteer	2	3	4 1	2	2 4	1	8 Continuous assessment
	Repetitive Injuries	Limit amount of time undertaking each activity and where necessary change tasks	Work in pairs to reduce work load on each individual.	Volunteer Co-ordinator and Volunteer	2	3	3	9 :	2 3	3	6 Continuous assessment
Vorking near Vater	Depth and Flow of Water	Check depth of water with pole or plumb line. Check flow of water, observation, test. Check conditions upstream and downstream to identify any additional risks in event of falling.	Check weather conditions for rain etc. Bouancy aids if working within warm or hot zones, additional PPE as required see checklist.Apply principles sheet 3.	Trustee, Volunteer Co- ordinator and Volunteer	2	5	5 2	25 4	4 5	5 2	Check at site, continuous assessment
	Exposure to pollutants	Provide hand washing facility and discourage drinking of stream water	If any Biological Agent is detected halt activity and report to EA	Volunteer Co-ordinator and Volunteer	2	3	5 1	5	3 4	1:	2 Continuous assessment
	Exposure to Biological agents	Provide hand washing facility and discourage drinking of stream water	report to EA	Volunteer Co-ordinator and Volunteer	2			5			2 Continuous assessment
	Exposure to Leptospirosis (Disease from the urine of rats)	Protect cuts and broken skin. Cuts sustained in the field should be cleaned immediately with clean water. Wash hands prior to eating, avoid touching mouth or eyes		Volunteer Co-ordinator and Volunteer	2	5	5 2	25 :	3 5) 1:	5 Check risk level at site, and observe for signs and symptoms post visit for 2 week period.
	Immersions	Assess water level with pole prior to entering or plumb line for deep water. Do not enter water higher than boot level. Crossing stream may result in slip trip or fall	See slips trips and falls	Volunteer Co-ordinator and Volunteer	2	5	5 2	:5 4	4 5	5 2	0 Check at site
	Drowning	Two person site visit for safety. Carry throw line.	Carry whistle to alert contractors on site in event of serious water immersion.	Volunteer Co-ordinator and Volunteer	2			25 4			Check at site
Vorking near quified mud	Immersions	Carry pole to assess ground conditions.	Carry throw line.	Volunteer Co-ordinator and Volunteer	2	3	4 1	2	2 4		8 Continuous assessment

Co-ordinator trained in: Manual handling at work training (1/2 day) First aid in work (3 day course) High hazard environments Water Safety Awareness (1 day training) Water Rescue First Responder (2 day training) Water Rescue Responder (3 day training) Total training time required = 9.5 days	Likelihood	Rare Unlikely Possible Likely Very likely	3 4	Negligible 1 1 2 3 4 5	Minor 2 2 4 6 8 10	Impact	Severe 4 4 8 12 16 20	Catastrophic 5 5 10 15 20 25
--	------------	---	--------	------------------------	--------------------	--------	-----------------------	------------------------------

			Total training time required = 9.5 days											
Organisation	Primrose Nature Trust	e Nature Trust Site: Primrose Lodge, Primrose Road, Clitheroe.		Name Completed by :	ı	Date Reviewed:								
						Risk	Rati	ng	Resi	dual	Risk	Monitoring		
Vork Activity	Applicable to	C. A. D. Risk Control	Further risk controls	People affected	Minimum Volume People Affected	Likelihood	Impact Risk I evel		Likelihood	Impact	Risk Level	Descrip & Freq		
Outdoor Work	Exposure to Weather	Wear appropriate clothing, and where hat and		Volunteer Co-ordinator	2	5	5	25	3	5	15	Review wheather forecast & che		
Seneral	Conditions	sun cream wear necessary, bring spare change of clothes and towel	severe i.e. water levels increase on site	and Volunteer								at site		
	Getting lost or seperated from group	Wear high vis clothing, work in small groups and have a buddy system	Flag on site to identify working location, keep to footpaths, whistle used by group leader if someone reported missing, plan in place to systematically search the site and mobile phones held by group leader(s)		2	3	5	15	2	5	10	Check at site		
	Stinging and thorny plants	H&S Briefing to include plants to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	Check at site		
	Stinging and biting animals and insects	H&S Briefing to include creatures to observe for/treat with caution. Vigilance, appropriate clothing	Make sure any allergies are made known and actions to take in case of reaction	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	3	9	Check at site		
	Animal Faeces	Vigilance, appropriate washing facility.	Eye rinsing kit within first aid box	Volunteer Co-ordinator and Volunteer	2	3	3	9	3	2	6	Check at site		
	Exposure to ticks/Lymes Disease	H&S Briefing. Wear long trousers/sleave clothing to minimise risk of exposure.	Inspect self for ticks. Remove if competent, if not seek medical attention.	Volunteer Co-ordinator and Volunteer	2	4	5	20	3	4	12	Instruct each volunteer and che at each site. Advice volunteers signs & symptoms to observe for/seek medical attention.		
	Hostile confrontation by domestic, farm or wild animal	All participants to be asked not to approach animals and not to touch any animals which approach staff or volunteers	Walk away from the animal, avoid running especially over rough ground, report to group leader, event to be cancelled if problem persists	Volunteer Co-ordinator and Volunteer	2	3	3	9	3	2	6	Check at site		
	Confrontation from public	Remain polite and calm, defuse. If confrontation is still feared leave site or if safety threatened remove self from risk and contact police.	Cancel event if problem persists	Volunteer Co-ordinator and Volunteer	2	3	4	12	3	2	6	Check at site		
	Hazards from low branches	H&S Briefing beware of low brances and trip hazards in area.Wear PPE footwear.	Steel toe cap boots recommended.	Volunteer Co-ordinator and Volunteer	2	4	3	12	4	2	8	Continuous assessment & alertness		
	Physical impairment	Encourage self-assessment of activity risks or booking through ability level needed. H&S Briefing to encourage awareness of risks/ability levels.	Make reasonable adjustments or mitigate with equipment e.g. walking poles when outdoors on uneven ground. Buddy activities.	Volunteer Co-ordinator and Volunteer	2	3	5	15	3	2	6	Use walking equipment on site		
idustrial heritage	Entanglement/Injury from old heritage equipment/weir	Protective PPE buoancy aid.Throw line. Only work near weir if supervised by appropriately water rescue responder.On contractors to work on weir. Wear	Plan of works in place developed by trained specialist.	Specialist, Volunteer Co- ordinator and Volunteer	3	5	5	25	4	5	12	Continuous assessment		
onstruction site	Equipment and ground condition risks associated with construction site	Wear appropriate protective clothing for site i.e. hard hats, high visability jackets, protective footwear. Receive contractors site safety talk.	Report in and out with contractors on site.	Volunteer Co-ordinator and Volunteer	2	3	5	15	2	5	10	Continuous assessment		
				Total Risk Score for Zo	ne 5		4	22			275			

24/25