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| **Risk Assessment: Community Clean Up.**  |
| Organiser: | *.* | Location: | *Various locations across district.* |
| Completed by: | . | Risk rating: | **Low** |

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| **Description of Task:** **Community clean-up of a designated area by volunteers, members of the public, with some equipment provided by Test Valley BC.** | **Additional assessments/ actions required (prerequisites):**All volunteers to sign attendance form to confirm they have read, fully understood, and will abide by the *control measures*. Group leader will be responsible for ensuring this is the case, or where additional assistance is required, e.g. English is not their first language of volunteer. Group Leader to keep a copy of the attendance form. Need to identify if there are volunteers who are not physically capable to under some of the activities.It is recommended that a first aid kit is provided suitable for the number of volunteers taking part.A survey of the area’s which are proposed to be included in the community clean up should be undertaken by the Group Leader, area’s of concern to be noted below and communicated to volunteers before activities commence.Volunteers need to confirm if they are not able bodied, e.g. have poor balance, so tasks can be properly allocated by Group Leader.Appropriate footwear and clothing to be worn by volunteers (communicate).Accidents/ incident to be reported to the Group Leader, so first aid/ assistance can be given as necessary.Tools and equipment, e.g. litter picker, to be demonstrated to those who not used them before.Volunteers to follow good hygiene: hands to be washed before consuming food.Confirm location of nearest toilet facilities. Hand gel may be provided. |
| **Persons at Risk:**Volunteer litter pickers. |
| **Dates of assessment:****July 2024**  |
| **Review date:**Document to be reviewed before every community clean up activity. |
| **Notes on any *areas of concern* where clean-up is being undertaken:** |

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| **No** | **Component of Task/ Activity** | **Hazard(s)** | Nos. at Risk | **Consequence** | **Existing Control Measures** | **Residual Risk Rating** |
| **L** | **S** | **Risk** |
| **1** | **All activities which are part of the community clean up.** | Volunteers not aware of the general hazards associated with the clean-up/ litter pick.Volunteers who are unfamiliar with the equipment to be used as part of the tasks.Broken glass/ sharp items. | 1+ | Slip, trip and fall injuries; injury (cuts and bruising) from the equipment provided.  | All volunteers have to sign the attendance sheet and review the risk assessment/ control measures.Volunteers will ordinarily be paired up to work together.Group leader (or designated person) to monitor the work of volunteers and assist as necessary.Litter picks to be used for most items and placed into bags. | 1 | 2 | Low |
| 2 | Work in close proximity to fields with animals in. | Bites or attack from domestic or farm animals. | 1+ | Injury from bites, or being kicked/ trampled by animal(s). | Do not enter areas where farm animals are fenced in.Avoid contact with dogs you are not familiar with.Avoid contact with vermin.Group leader to monitor the work of volunteers and assist as necessary. | 2 | 3 | Low |
| 3 | Manual handling | Lifting of heavy objects or awkward shaped objects which is beyond individual capability. | 1+ | Back, arm or leg injury: strains and sprains. | Know what you can safely lift.Do not move heavy objects.Large objects should be a two-person lift.Break down items into smaller (more manageable) loads if possible.You correct lifting technic: get close to object; keep legs mean at start of lift; back straight.Heavy items which are waste for removal can be arranged for TVBC to collect.  | 1 | 3 | Low |
| 4 | Hazardous substances: chemicals, paints, drums.  | Toxic or respiratory exposure health hazardous.  | 1+ | Burns or potential for health | Unknown substances or items to be left alone. Refer to the Group Leader for actions to be decided.Item can be arranged for removal by TVBC. | 1 | 4 | Low |
| 5 | **Work on slopes, areas with poor ground conditions, ditches.** | Poor footing. Increased chances of clips, trips and falls. | 1+ | Injuries from slips trips and falls: bruising, strains, fall injuries. | The survey before activities start will identify slopes which are too steep to work on. Need to take account of weather conditions and ground conditions.Volunteers to be given clear instructions when they are working close to steep slopes.Group leader (or designated person) to monitor the work of volunteers and assist as necessary.Volunteers to be shown safest routes when work areas are on two or more levels, e.g. avoid wet steep slopes. | 1 | 3 | Low |
| 6 | **Work close to water** | Poor footing.Potential to fall into water. | 1+ | Drowning.Getting wet and hypothermia.Wet feet. | Survey to identify areas of concern.Good practice to work in pairs.Volunteers to wear appropriate footwear. Group leader (or designated person) to monitor the work of volunteers and assist as necessary. | 1 | 4 | Low |
| 7 | **Activities close to an Electric fence(s)** | Electric shock from touching electric fence. | 1+ | Shock from contact. | If there is a potential electric fence near to work activity always assume it is on.Fence to be highlighted to all the volunteers.Volunteers to work in pairs. | 1 | 2 | Low |
| 8 | **Activities close to a highway** | Moving road vehicles; | 1+ | Struck by a moving vehicle.Stuck by item thrown from moving vehicle. Serious injury possible. | Children should not take part in activities close to a highway.Hi-vis clothing to be work at all times. Keep out of the road.Do not work on verges of roads where the speed limit is 40mph or above.Instructions given to adults who may work on the verge next to a road.If there are concerns about speeding vehicles, or because of the actions of drivers stop activities. | 1 | 5 | Low |
| 9 | **Work on or near to paths/ pavements/ cycle routes.** | Cyclists; joggers; electric scooters. | 1+ | Struck by bicycle or jogger. | Awareness of other users, e.g. bikes or e-scooters. Survey by the Group Leaders should identify who busy the path/ pavement is likely to be.Instructions given to volunteers at start of activities. | 1 | 3 | Low |
| 10 | **Trees, shrubs, dangerous plants.** | Low hanging branches. Potentially irritant hedges/ plants.Awareness of thorny/ prickly plants e.g. *pyracantha.*  | 1+ | Injury from branches or thorns. | Suitable gloves to be worn if activities have to take place close to thorny bushes/ plants. Good hand hygiene to be followed. | 1 | 3 | Low |
| 11 | **Handing of clinical waste, syringes, unknown waste items.** | Infection from blood borne disease. | 1+ | Biological: Weils disease, Hepatitis B& C, tetanus. | Unknown substances or items to be left alone. Refer to the Group Leader for actions to be decided.Item can be arranged for removal by TVBC. | 1 | 4 | Low |
| 12 | **All activities** | Weather conditions | 2+ | Inclement weather or excessive heat. | Weather forecast to be reviewed before the day of activities.Inform volunteers of the clothing they are likely to require.If severe weather is expected cancel the activities.If hot weather is forecast remind volunteers that sun cream may be required. Activities may need to be cut short in high temperatures to stop fatigue or heat stroke. | 2 | 3 |  |
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A 5x5 risk evaluation matrix has been used when scoring this risk assessment.

Young children, Pregnant and new mothers should not carry out litter picking.

Volunteers should not take dogs with them whilst litter picking.

**Outline any necessary *further controls*, related assessments or actions below:**

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| **No.** | **Additional Controls** | **New Risk Rating** | **Related Assessments** | **Action by:** | **Due Date** | **Date Complete** |
| **L** | **S** | **Risk** |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
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| **Further Comments, Details of relevant Permits, Method Statements etc.** |

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| **Group Leader / Reviewer’s Name:** | **Signature:** | **Date:** |
| **Reviewers Name:** | **Signature:** | **Date:** |