

RISK ASSESSMENT

Service:	Hands on Heritage
Site:	Tunstall Forest

Risk Title / Activity:	Site	RA Ref No.	HoH 211
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Work Areas	Identified Hazards				Who is at Risk	
Whole site within the bounds of the leased property	Fire/ Heat	x	Dust / Fumes	x	Volunteers	x
	Explosion		Asphyxiation		Authorized site visitors	x
	Fall (Slip/ Trips)	x	Visibility	x	Course Participants	x
	Cuts/ Trapping	x	Temperature (hot / cold)		Accompanying Supervisors	x
	Crushing/ shearing	x	Weather	x	General Public	x
	Struck by object	x	Vibrations			
	Manual Handling	x	Stress			
	Entrapment	x	Ergonomics			
	Chemical	x	Air Pollution			
	Biological	x	Land Contamination	x		
	Radiation		Water Contamination	x		
	Electrical Shock		Legal & Compliance	x		
	Noise		Poisoning (Ingestion)	x		
Equipment used	Control Measures					



<p>Site at Tunstall Woods</p>	<p>Site to be checked regularly by competent person to ensure any natural hazards i.e fallen trees, badger setts etc are noted and appropriate action taken.</p> <p>Regular inspection of structures and maintenance carried out if required.</p> <p>Volunteers aware of all current risk assessments and their responsibilities thereunder.</p> <p>Sufficient volunteers always on site for safe operation of visits/ maintenance operations.</p> <p>Volunteers will have training to bring them to the necessary level of competence to provide a safe and enjoyable learning experience for Schools and other visiting groups and organisations.</p> <p>Food safety and RIDDOR</p>	<p>Appropriate signage displayed and kept up to date.</p> <p>Schools and other visiting groups to be apprised of the site rules, risk assessments and their responsibilities thereunder as soon as reasonably practicable.</p> <p>First Aid kit available and up to date and a qualified First Aider on site whenever necessary. (Schools will be encouraged to bring their own)</p> <p>Structures will be locked, where possible in the absence of volunteers.</p> <p>Site security will be as tight as is reasonably practicable.</p> <p>All necessary insurances will be kept up to date.</p>
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Risk Class Management Tool:

Severity		Likelihood				
Severe (5)	Moderate	High	High	High	Extreme	Extreme
Major (4)	Moderate	Moderate	High	High	Extreme	Extreme
Moderate (3)	Low	Moderate	Moderate	Moderate	High	High
Minor (2)	Low	Moderate	Moderate	Moderate	Moderate	High
Insignificant (1)	Low	Low	Low	Low	Moderate	Moderate
	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)	

Risk Class	Score	Action Required	Reporting requirements	Accountability
Class 1 (Extreme)	16 – 25	Immediate detailed plan, Staff specifically trained in the hazard mitigation and emergency response	Report to Site Manager & Trustees	Trustees & Site Manager
Class 2 (High)	10 – 15	24 Hrs Mitigation required, Staff informed and Trained	Report to Site Manager	Site Manager
Class 3 (Moderate)	4 – 9	Site Manager Implement additional measures and manage routinely	Recorded on site Risk Register	Site Manager
Class 4 (Low)	1 – 3	Manage routinely	Recorded on site Risk Register.	Site Manager



Risk Assessment		Range		Score (L x S)	Class Rating
Initial Risk (<i>Before control Measures</i>)	Severity (S)	3		9	3
	Likelihood (L)	3			
Residual Risk (<i>After Control Measures</i>)	Severity (S)	2		6	3
	Likelihood (L)	3			

Date of Assessment	3 1 25	Signature	Andrew Crisp
Date of Assessment Review	3 1 27		
Name of Assessor	Andrew Crisp	Position	Chairman HoH CIO

