

Keep Wales Tidy Risk Assessment – Wildflower Sowing Generic Risk Assessment

Name: _____ Assessment Number: _____ Date: _____

Location & Grid Ref: (<http://www.gridreferencefinder.com/>) Nearest A&E & ☎: (<http://www.wales.nhs.uk/>*)

Mobile Coverage: Yes / No

Further Assessments Required:	✓	Persons Involved or Affected by the Task:	✓
Fire		KWT employees	✓
Control of Substances Hazardous to Health		Employees- other organisations	
Young people & children		Volunteers	✓
Nursing/Expectant Mothers		Members of the Public	✓
People with disabilities		Contractors	

Hazards Identified	Severity (S)	Control Measures Currently in Place	Likelihood (L)	Score (S x L)	Rating
Slips, trips and falls on uneven or slippery ground	3	Officer to walk site prior to beginning activity to assess conditions and remove trip hazards. Warn volunteers about hazardous areas. Participants to wear suitable footwear. Ground conditions to be monitored throughout activity and stopped if risk increases	3	9	Medium
Poisoning or skin damage from ingestion or contact with hazardous plant material eg toxic berries, giant hogweed, plant bulbs etc	4	Site to be walked prior to activity. Volunteers not to eat wild fruits of any kind on site. Officer to warn volunteers about hazardous plant material and all to avoid contact with any suspect plants even if not positively identified. Planting species list to be carried and participants to be warned specifically if seeds they are handling are harmful.	2	8	Medium
Risk of infection including: toxocariasis from dog fouling, soil borne organisms, dirty hands, cuts, splinters, foreign bodies in eye	3	Officer to check site for dog fouling before activity and remove faeces safely. Warn volunteers about risks associated with dog faeces. Participants to avoid touching eyes, mouth and food with unwashed hands or gloves. Cuts and splinters (especially from blackthorn) to be treated promptly to avoid infection. Hand cleansing gel, First Aid kit plus sterile water and eyebath to be available. Wash hands with soap after activity and before eating or smoking.	2	6	Medium
Isolated site/ no mobile signal /difficult to access/ hard to get help in case of accident	3	KWT officer to have mobile phone and check for coverage at location. Officer will establish location of nearest phone box/ business premises or house. Participants to work together within sight of group leader.	2	6	Medium
Road traffic: Possibility of being hit by cars especially in rural lanes where drivers may not	5	High-vis vests worn by participants. No one to work close to fast-moving traffic or on sharp bends in road. Warning signs to be used	1 More likely if sowing near	5	Medium

expect to meet pedestrians		where appropriate.	a road		
Illness from pre-existing medical condition	5	Officer to ask participants about medical conditions at start and check that people have inhalers/ medication where needed. Officer to carry mobile phone.	1	5	Medium
Injury from tools, materials and other equipment, including bruising, hand or foot injuries from incorrect use of tools and injury from incorrectly stored tools	4	Suitable clothing and PPE worn. Advise participants of appropriate clothing in advance. Only trained or experienced people to use heavy or sharp-edged hand tools with adequate working space for safety. Tools and materials to be stored safely when not in use and never left unprotected on the ground or where they could fall and cause injury. Participants to be aware of passer-by especially in open public areas	1	4	Low
Injury from sharp objects when kneeling, putting hands down or digging	2	KWT officer is First Aid trained and carries a first aid kit. Litter to be cleared from site before planting activity. Check ground before kneeling or putting hands down. Always wear gloves. Use a kneeler if possible.	2	4	Low
Adverse weather conditions affecting health of volunteers, either heat or cold	4	Officer to check forecast prior to event and postpone in extreme conditions. Participants not to work for long periods without a rest and a drink. KWT officer to have easy access to heat blanket and drinking water, first aid kit and mobile phone and be alert for signs of distress in workers. Participants to dress appropriately for weather, including hat, sun cream etc if required. Stop activity if weather conditions deteriorate.	1	4	Low
Animals - bites, stings, attacks. Beware of hidden wasp or ant nests in previously undisturbed ground	3	Participants not to approach animals. Consult with landowner about livestock when needed. Check that anyone allergic to stings has access to medication. Suitable clothing and footwear to be worn at all times. First Aid kit and clean water to be carried.	1	3	Low
Moving heavy items/ digging- risk of back or muscle injury	3	Participants to seek help to move heavy items. Take frequent rests when digging. Use a wheelbarrow to shift soil or heavier items. Use correct Manual Handling techniques.	1	3	Low
Hazards to the environment identified					
Accidental introduction of non-native invasive plants to the environment	2	Plant seed to be sourced from reputable dealers	2	4	Low

Severity (Worst Case Scenario)				
5	4	3	2	1

Likelihood (Given Precautions in Place)				
5	4	3	2	1

Risk Rating Table				
Very High	High	Medium	Low	Very Low

Fatality	Severe Injury	Lost Time Injury	Minor Injury	No Injury
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Certain	Very Likely	Likely	Unlikely	Remote
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20-25	15-19	5-14	3-4	1-2
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Action Required (Including Temporary Action and Control Measures)	Action Review Date	Action Completed (Name and Date)

Further Actions which may Require Longer Term Consideration	Action Review Date	Action Completed (Name and Date)

If any Issues are Outstanding from the Action Review Date Please Detail the Reasons

Assessment Review Date:

New Risk Assessment Required?

Yes / No

Completed by:

Signature:

Event counter-signed:

Signature: