



Kirkmichael Community Garden Risk Assessment - General

Revision	Release Date	Details	Released By
Vo.0	27-Jul-23	Board Review	J. Slater
V1.0	30-Jul-23	Initial Release	J. Slater

Kirkmichael Community Garden Risk Assessment - General

As part of the application process, volunteers are asked to ensure they have read and understood the risks noted in this assessment and will adhere to the control measures stated, to be best of their ability.

Members, volunteers and visitors should:-

- Be aware of each other's safety and what others are doing around them at all times, indeed they have a duty of care for themselves and each other
- Take action to make any dangers identified safe, or alert someone else that can help
- Consider informing fellow volunteer of any serious allergies or specific medical conditions

The risk assessment is a fluid document therefore any new risks identified or suggested updates should be reported to a Trustee for review.

With the nature and size of the community garden, volunteers will be free to attend and work in the garden in their own time and individually or in smaller group, not necessarily in a formal volunteering session. Having read and understood this risk assessment, volunteers are responsible for their own safety.

The risk assessment covers the general activity within the garden. Use of power tools and hazardous chemicals will be covered in separate risk assessments. As will any specific organised events.

At occasional events where volunteers and visitors are working in the Garden, appropriate tools use and safety talk will be given at the start of the day.

Kirkmichael Primary School have their own area within the garden, as will the Scouts group. When groups of children are attending the garden, they will be under the guardianship of their teachers.

Kirkmichael Community Garden wishes to encourage families with children to the garden and to appreciate nature. It must therefore be up to the child's parents or guardians to gain an understanding of the risks involved and to decide on what each child may or may not do.

Hazard	Risk	Who is at Risk	Current Controls	Additional Controls Required	Owner and Timing for Completion	Status
General Garden Work – Weeding, Use of Hand Tools	Abrasion, blisters to hands	Volunteers	Volunteers can wear gloves if preferred	Sets of gloves can be made available, if volunteers do not have their own	Jo Slater Start-up	Open
Use of Manual Tools (including, hand tools, spades, forks, hoes etc.)	Injury – cuts, fractures, tissue damage from improper use	Volunteers	Volunteers to be made aware of risk by reading this assessment. Tools to be kept in a proper state of repair			
Obstacles, lines, water surfaces	Slips, trips and falls	Volunteers and Visitors	When not in regular use, tools and equipment should be put away and not left out, particularly in walk ways or places where someone could trip over them. Avoid running string or hose lines in places where someone could trip	Signage will be added to the equipment/ tools shed to remind users to return them when not use	Jo Slater Signage will be added once we have shed in place	Open

			If any slippery surfaces appear from being wet, measure should be taken to add grip or signage if required			
Animal manures, soil	Infection/ Microbial contamination	Volunteers	If working with manures, soil, wear gloves. Wash hands thoroughly in soap and water at the completion of the task.	Maybe need some hand washing facilities?	Board of Trustees - TBC	Open
Bees, wasps and Insects	Stings	Volunteers and Visitors	These are natural inhabitants of the garden and pose no risk unless provoked. Try to be aware of any person who allergic to specific insects. Seek first aid if stung.		Jo Slater Start-up	Open
Chemicals used in the garden	Inhalation, skin or eye contact.	Volunteers	Chemicals should be avoided in the garden, this is primarily an organic area. If chemical are used only if deemed absolutely necessary and if approved by the Board, a separate risk assessment and COSHH			Open

			assessment should be carried out			
Composting	Airborne particles, flies, vermin, lifting/ Turning	Volunteers	TBC	Need to understand more about this process, no formal composting in garden yet		Open
Fire	Dangers from heat, smoke and fire	Volunteers and Children	<p>Emergency evacuation procedures to be in place and understood by all participants.</p> <p>Emergency exits to be kept clear at all times.</p> <p>Assembly point identified and all participants aware of it.</p> <p>Fire pit should have a responsible adult attending. A water source should be to hand in case the fire gets out of hand. The fire must be out and thoroughly doused with water at the end of the gathering.</p>	<p>Create fire protocol, display in welfare shed.</p> <p>Add signs to deer gates to keep clear</p>	TBC	Open

Lifting	Injury, strain.	Volunteers and Children	People are not to lift heavy objects or to overfill wheelbarrows where in use, ask for help, use a lifting aid or avoid lifting			Open
Plants	Ingestion of poisons, allergic reactions, poisonous, flicking branches, falling branches, thorns and stings.	Volunteers and Children	Some of the plants may be irritating to skin (gloves to be worn), or contain parts which are harmful or toxic if eaten. Volunteers should not eat any plants unless they know what it is and is safe to eat Volunteers should wear gloves when required to avoid being harmed from thorns and stings			Open
Water Butts, Hoses	Infection from contaminated water Drowning	Volunteers and Children	Water from the water butt should not be used for drinking or washing hands or produce. Stagnant water will be discarded.			

			Water butts will high enough to be out of the reach of young children and will be covered.			
Sillerburn	Drowning	Volunteers and Children	If accessing the burn, children must be supervised			
Road Traffic on access road to garden	Injury from vehicle	Volunteers and Children	<p>Volunteers should use the footpath and the 'set aside' when available when walking to the garden, then step onto the verge where these features are not there, to let traffic passed</p> <p>School children coming to the garden must be accompanied by a teacher and will follow their standard protocol for walking around the village</p> <p>Children attending the garden will walk the access road with a parent/ guardian</p>			

