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| Risk Assessment Activity | General Site | Name and Signature of Assessor(s) | J Bell J Arnold/P Knight |
| Location | Paxton Pits Nature Reserve | Date of Assessment | 11/1/97, last reviewed 20/10/99 Reviewed 03/07/00 PK and JPA Reviewed 06/06 JPA Reviewed 28/05/03 JPA Reviewed 15/04/05 JPA Amended 2/5/07 by Debbie McKenzie for Wildlife Trust |
| | | Reassessment Date | Yearly |

| Equipment/ Location | Description of Activity | Freq- uency | Duration Hours | People at Risk | Significant Hazards | Adverse Effects | Existing Control Measures See all relevant parts of HS Manual, in particular: | Severity | Likelihood | Risk Factor |
|---------------------|--|-------------|----------------|---|---|---------------------------------|--|----------|------------|-------------|
| All sites | Being on site including buildings | All | All | All, including walkers cyclists, wheelchair users, pushchair users, runners roller-skaters, fishermen | Uneven/ slippery surfaces | Tripping, falling | Regular site safety patrols. Warning signs if necessary. Highlight use of site by others. Users of the battery powered wheelchair must be trained - Notes for instructors: - ensure batteries are charged and machine is in good working order - assess the user's ability - issue full instructions on the safe use of the wheelchair, ensure the user understands these instructions by asking questions and practising - emphasise let go to stop - when the machine is returned, charge the battery and report any faults | 3 | 4 | 12 |
| | | All | All | | Unsafe structures incl. hides, bridges, boardwalks, stiles etc. | Falling, crushing, splinters | | 6 | 2-4 | 12-24 |
| | | All | All | | Collision with other users | Crushing, falling, fractures | | 6 | 2 | 12 |
| | | Occ. | All | | Fishing lines and hooks | Stabbing, tripping | | | | |
| | | Occ. | All | | Steep slopes /silt ponds/unstable slopes | Falling, collision, suffocation | | 6 | 3 | 18 |
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| All sites | Being near water | All | All | All | Cold deep water, Ice, steep slopes, drops | Falling, drowning | Regular safety patrols to check for any unsafe areas, presence of lifebuoys and danger signs. Rangers/Wildlife Trust staff response kit should include a throw line. Temporary warning signs if necessary, e.g. ice, unstable bank, flood water. Rangers must always approach illegal swimmers to explain risks and legal considerations. Where possible use vegetation to discourage entry to the water – on the path or in the water (e.g. Phragmites); possibly re-route paths from high risk areas. Rangers MUST NOT intentionally break ice to reduce risk – when it refreezes or there is snowfall the risk to the public may be increased as the structure of the ice will not be consistent. Explain risks of walking or skating on the ice when patrolling. Take appropriate measures when working near water to protect workers and public – protective equipment, be aware of weather and surroundings, and warn of diseases. See specific RA | 6 | 2 | 12 |
| | | | | | Infection | Catch infection | Take appropriate measures when working near water to protect workers and public – protective equipment, warn about diseases such as Blue-Green algae and Weil's disease, encourage hand washing, and cover cuts/no contact with water. Staff should recognise symptoms: Weil's disease - flu-like symptoms, severe headaches, meningitis, jaundice, and conjunctivitis and kidney failure. If suspected act QUICKLY – flu symptoms 1 day, dead within a week. | 5 | 3 | 15 |
| | | | | | Suicide | Death | None | 5 | 2 | 10 |
| | | | | | Hidden Obstacles e.g. glass | Cuts Infection | Regular site safety checks. See Management of Practical Work. | 5 | 3 | 15 |
| All sites | Vegetation | All | All | All esp. children | Falling trees, branches | Crushing | Regular safety patrols to check for any unsafe branches/trees near the path. | 6 | 2 | 12 |
| | | | | | Fallen trees | Falling over/crashing into | Regular safety patrols to check for any unsafe branches/trees near the path. Paths where tree work is being carried out should be cordoned off with appropriate signs. See Management of Practical Work. | 5 | 2 | 10 |

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| | | | | | Poisonous plants | Poison, death, Burns Reactions/allergies | Regular safety patrols, warning signs if necessary. Umbellifer sap combined with sunlight can cause a rash/blisters – warn people not to touch, wear protective clothing if working in vegetation, try to avoid areas. Wash hands before eating/preparing food. Staff are trained in First Aid, kits are located in the visitor centre and workshop. All accidents/incidents to be reported. | 6 | 2 | 12 |
| | | | | | Height of trees | Falling from trees/logs | Regular safety patrols; warn about dangers. | 5 | 2 | 10 |
| All sites | Animals; wild and other | All | All | All | Stings | Allergic reaction | Regular site safety patrols. Warning signs if necessary. Ensure all workers are reminded of the nature of the work so they can be aware of occupational diseases. Explain risks of diseases. Encourage hand washing. Stings: Remove if still in the skin and apply a cold compress; advise visiting a doctor; DO NOT apply sting relief cream. Look for symptoms of anaphylactic shock: Anxiety, red/blotchy skin, neck/face swelling, impaired breathing/gasping for air, rapid pulse, and slurred speech. Seek medical assistance immediately. Encourage dog owners to control their dogs and remove dog mess (provide bags and bins). Warn about roundworm (Toxicara) from dog faeces – can cause blindness in children and is dangerous to pregnant women. Wash hands thoroughly if come into contact. Remind people not to approach animals or dogs and to be aware they are on site. Be aware of workers/volunteers with allergies; they are responsible for their own medication. Staff are trained in First Aid, kits are located in the visitor centre and workshop; all accidents/incidents to be reported. See Management of Practical Work. | 5 | 5 | 25 |
| | | | | | Biochemical E.g. mess/urine | Toxicara, Weil's disease etc infection | | 5 | 3 | 15 |
| | | | | | Bites | Tetanus, infection, cuts | | 5 | 2 | 10 |
| | | | | | Allergic reaction | e.g. Asthma, eczema | | 2-5 | 2 | 10 |
| | | | | | Collision with animal | Crushing, falling, impact | | 5 | 2 | 10 |
| All sites | Contact with ground | All | Occ. | All | Soil | Tetanus, other infection | Staff are trained in First Aid; kits are located in the visitor centre and workshop; all accidents/incidents to be reported. All workers/volunteers should be warned about tetanus risks; all cuts covered/no contact with soil. See Management of Practical Work. | 5 | 2 | 10 |
| All sites | Encountering waste | Occ. | <1 | All | Chemicals, Biochemical waste, Drugs | Infections, poisoning, Inhalation, burns | Regular site safety patrols. When litter picking – wear gloves and use a picker, make people aware of hazards, carry bag carefully. Contact Occupational Health if injured. Report all accidents/incidents. | 5 | 4 | 20 |
| All sites | Vehicles | Occ | <1 | All | Bikes, cars, lorries, machinery | Collision between lorries, cars, people incl. children, | Regular site safety patrols. Appropriate signage about roads and other vehicles on site, including contractors. See Management of Practical Work. | 6 | 2 | 12 |

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| | | | | | moving, farm machinery, contractors machinery | dogs, bikes, horses | Discuss health and safety with contractors, check awareness and knowledge. Select competent contractors and obtain copies of insurance. | | | |
| | | | | | Fire | Burns, explosions | Store fuel correctly - see relevant COSHH assessment. Use machinery correctly and by only authorised people to use machinery. | 6 | 2 | 12 |
| All sites | Violence | Occ. | | All | People | Verbal, sexual and physical abuse | Volunteers should not supervise groups of children alone unless they have undergone the necessary checks. Provide names of leaders to parents/teachers and a statement that parents/teachers are responsible for the children before and after the meeting; take contact numbers for parents/guardians; explain to children about sticking with the group and only following the instructions of the leader. Avoid situations in remote areas. If special needs volunteers are working alone arrange a set time for them to return. Treat everyone the same way and with respect - set an example. Always ensure another member of staff knows where you are working and what you are doing. Violent behaviour against you: assess, listen and if necessary walk away. Do not get aggressive. Report to manager/police and complete a violence at work form. Violent behaviour between others: Do not physically intervene; try to reason if possible; get help from other rangers/police; try to keep others away. Regular site safety patrols. | 6 | 2 | 10 |
| All sites | Fire | Occ. | | All | Fire in buildings managed fires, unplanned fires (vandalism/accidental), fuel, flammable substances | Burns, fumes, death, injury from explosions | All Huntingdonshire District Council (not Wildlife Trust) staff trained in use of fire extinguishers. No smoking in buildings. Store fuel correctly. Only trained persons to use machinery. Electrical equipment regularly tested; do not use faulty equipment; do not leave equipment plugged in overnight. Intentional fires: Consider wind, dryness of vegetation, risk to crops/property/people; correct safety equipment nearby; wear stout boots; avoid clothing with high flammability. Unintentional fires: Keep public away/evacuate; if trained attempt to put fire out unless too large; call fire brigade. Regular safety patrols. See Management of Practical Work. | 6 | 3 | 18 |
| All sites | Services | | | All | Electricity | Overhead and underground e.g. fishing rods, kite | Appropriate signs for fishermen and kite-flyers. Regular site safety patrols. Plans obtained from all services and plotted onto site map | 5 | 2 | 10 |

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| | | | | | flying. Buildings and equipment | where cross path. Be aware of any underground/overhead cables when working. | | | | |
| All | Eating | Occ. | | Public/workers | People cooking on BBQs, packed lunch/food, people using catering | Food poisoning, burns from BBQ | Encourage hand washing before eating and cover cuts if necessary. Warn about diseases. Do not drink stream water or use to wash hands. Dispose of waste properly by placing in bins or taking home. The Friends of Paxton Pits undertake light catering especially at weekends - volunteer Pat How has Food Hygiene certificate. No hot food to be prepared. Microwave ovens to be tested for microwave safety. Caterers to be advised on Health and Safety; First Aid; location of fire extinguishers; any problems with equipment. If allowing BBQs, display clear rules: Do not use excess lighting fuel; do not let children use BBQ; ensure that hot ashes are left in the unit to cool, to be cleared later by a member of staff; explain where sand and beaters are. | 6 | 2 | 12 |
| All | Machinery/tools/chemicals/equipment | Freq | | Public/workers | Machinery/tools Tools/machinery left unattended Chemicals/fuels Unexpected | Collision, trapping, cuts, severed limbs Burns, poisons | See Management of Practical Work and individual RAs. Regular site safety patrols. Store fuel and chemicals correctly, see relative COSHH assessments. Only trained people to use machinery. | 6 | 3 | 18 |
| All sites | Practical work | Freq | <7 hours | All | Practical tasks and people undertaking practical tasks. See individual risk assessments | | See individual RAs and Management of Practical Work. Regular site safety patrols. Warning signs if necessary. Wear appropriate protective clothing and always inform someone else of where you are going/what you are doing. Discuss health and safety with contractors, check awareness and knowledge. Select competent contractors and obtain copies of insurance. | ? | ? | ? |
| Paxton Pits Nature Reserve | Entering Visitor Centre | Freq | Less than 5 mins-10 hours | Public/workers | Electricity | Burns, death, shock | Regular site safety checks. All staff trained in First Aid; kits located in office and kitchen; all accidents/incidents to be reported. All Huntingdonshire District Council (not Wildlife Trust) staff trained in use of fire extinguishers. Electrical items regularly checked; do not use faulty equipment; do not leave things plugged in overnight. Store equipment correctly. All new equipment must carry the CE mark. Wash hands before preparing food/drinks; cover cuts with a blue plaster. See relevant COSHH assessments if using any cleaning chemicals. | 5 | 1 | 5 |
| | | | | | Food | Food poisoning, scolds, burns | | 6 | 2 | 12 |
| | | | | | Equipment | Trip, crush, collision | | 4 | 2 | 8 |
| | | | | | Chemicals | Burns, poisons | | 6 | 1 | 6 |
| | | | | | Fire | Burns, death, smoke | | 6 | 1 | 6 |

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| All | Vandalism | Occ. | | All | Can increase the likelihood or severity of many of the above risks | Regular site safety patrols. | ? | ? | ? |
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