

Risk Assessment Form: Covid-19 Volunteer Working

For further info on risk assessment see: BHCC Risk Assessment Guidance

To calculate Risk Rating (R): assess the likelihood (L) of an accident occurring against the **most likely** impact (I) the accident might have, taking into account

Task / Activity Covered by the assessment	Control of infection of Corona Virus (Covid-19) for Cityparks Volunteers <ul style="list-style-type: none"> This document should be used in conjunction with the accompanying guidance notes (Guidance notes for Cityparks Volunteers during the COVID-19 Pandemic) This is a Covid-19-specific risk assessment, to be used in conjunction with all other task-specific risk assessments. 			Likelihood (L)	X	Impact (I)	
				Almost Impossible	1	Insignificant (minor injury, no time off)	
Workplace	Any Cityparks area of work			Unlikely	2	Minor (non-permanent injury, up to 7 days off)	
Date of Assessment	10/07/2020	Date Assessment to be reviewed	01/07/2021 or as needed to reflect changing guidelines or other changes	Possible	3	Moderate ((injury causing more than 7 days off)	
Person Completing	Paul Gorringe	Manager	David Larkin	Likely	4	Major ((death or serious injury)	
Staff involved in assessment	Ranger Team			Almost Certain	5	Catastrophic (multiple deaths)	
				Low =1-3	Moderate = 4-7	Significant = 8-14	High = 15-25

What are the significant, foreseeable, hazards? <i>(the dangers that can cause harm)</i>	Who is at Risk?	Current control measures <i>(What is already in place/done)</i>	Risk Rating			What additional controls can be put in place to reduce the risk further?	Revised Risk Rating			Sign as done
			L	I	R		L	I	R	
e.g. Slip, trip or fall on wet flooring	Staff. Visitors etc.	<ul style="list-style-type: none"> Barrier matting. Wet floor signs. No running rules (in schools). 	3	2	6	<ul style="list-style-type: none"> Introduce non-slip flooring to areas by external doorways. Provide cleaning/drying equipment for staff. 	2	1	2	

1.	<p>GENERAL Exposure to / contamination from Coronavirus (Covid-19)</p>	<p>Staff, volunteers, public</p>	<ul style="list-style-type: none"> • Adhere to the current government guidelines at all times. • Do not volunteer, stay at home and get a test if you are experiencing any Covid-19 symptoms • If you are in any doubt do not volunteer. • Do not volunteer if you are over 70 or you have a long-term health condition or weakened immune system, or you are pregnant • Do not volunteer if someone other than you in your home is displaying symptoms of COVID 19, or they belong to a vulnerable or extremely vulnerable group. • Follow Social Distancing guidelines at all times, aiming for at least 2 metres between yourself and others. 								
----	---	----------------------------------	--	--	--	--	--	--	--	--	--

			<ul style="list-style-type: none"> • Anyone who may be expected not to adhere to Social Distancing guidelines such as young children or people with learning differences/disabilities should not currently volunteer • Wear appropriate PPE such as gloves (rubber gloves under gardening gloves is safest) and ensure there are wipes, hand sanitiser or handwashing facilities available after removing gloves or before touching your face, after touching foreign objects and when the task is complete. • All volunteer activities must take place outside. No congregating/loading/unloading in offices, workshops or other enclosed spaces • Volunteers should make their own way to the work site. Do not share vehicle with other volunteers to get to the work site, other than those in own household 				<p>Volunteers may choose to wear their own face mask. If so avoid touching it where possible</p> <p>When travelling to the work site avoid public transport where possible.</p>				
--	--	--	--	--	--	--	---	--	--	--	--

			<ul style="list-style-type: none"> No refreshments are to be shared on site, and volunteers should use anti-viral wipes, hand sanitizer or wash their hands after removing gloves in order to eat or drink Do not share tools or other equipment, or if unavoidable ensure all items are cleaned thoroughly with anti-viral wipes before and after use. In the event of a serious injury any First Aid or life support should be prioritised over COVID-19 protocols. For minor injuries such as cuts volunteers should be encouraged to apply a plaster/bandage themselves 	4	2	8	Ideally each volunteer should either bring their own tools/equipment or keep them for the duration of the task				
2.	<p>LONE WORKING (such as Looking, litter picking, seed collecting and path maintenance) Exposure to / contamination from Coronavirus (Covid-19)</p>	Volunteers	<ul style="list-style-type: none"> Lone workers must have attended the relevant training course or hold a Volunteer Leader qualification, or received task specific instruction from the relevant CityParks employee. Adhere to the relevant general measures listed above and ensure the Council contact (ranger etc) is aware of the activity. 	4	2	8					

3.	<p>GROUP WORKING Exposure to / contamination from Coronavirus (Covid-19)</p>	Staff, volunteers, public	<ul style="list-style-type: none"> • Volunteer groups should be limited to no more than six people. • There must be a First Aider on site at all times, who is prepared to act in an emergency. • There must be a trained leader on site at all times, who must ensure all volunteers have signed in and understand any risks before commencing work • Adhere to the relevant general measures listed above and ensure the Council contact (ranger etc) is aware of the activity. 	4	2	8					
----	---	---------------------------	---	---	---	---	--	--	--	--	--

