



Forest of Hearts Risk Assessment

Activity Name:	Tree Planting	Persons at risk:	Attendees & Forest of Hearts Facilitators
Activity Location:	The Hideaway, CV37 OJA	Assessor Signature:	<i>T. Davidson</i>

Hazard Evaluation (Potential source of harm)	Risk Level (L,M,H)	Control Measures to Further Minimise the Risk
Vehicle Movement– risk of collision (people vs vehicle)	M	<p>Drivers are given access to private parking spaces.</p> <p>Member of Forest of Hearts team will monitor car park as attendees arrive.</p> <p>Drivers to keep speed slow whilst driving on small lane.</p> <p>Ensure equipment isn't left on the tarmac lane and attendees to stay vigilant of any cars when in that area.</p>
Slippery Surfaces (Usually due to weather conditions)	M	<p style="text-align: center;">Ensure good housekeeping.</p> <p style="text-align: center;">Arrange an alternative bypass route.</p> <p>Advise participants to wear appropriate footwear.</p>
Uneven Surfaces or loose paving slabs.	M	<p style="text-align: center;">Ensure good housekeeping.</p> <p style="text-align: center;">Slabbed area will be thoroughly assessed beforehand.</p> <p>Member of Forest of Hearts team will ensure attendees are aware of any when welcoming attendees at the entrance.</p> <p style="text-align: center;">Barriers erected to restrict entry.</p>

Trips, Falls.	M	<p>Keep pathways clear at all times, including those in outside and indoor working areas.</p> <p>Make attendees aware of uneven ground on the field.</p> <p>Avoid leaving tools around the area when not in use and tidy up frequently between activities.</p>
Using Tools (Spades, Trowels).	M	<p>Tool maintenance and safety checks made when setting up equipment.</p> <p>Ensure use of suitable PPE – Gloves, to prevent cuts and provide adequate grip.</p> <p>First aid kit on site.</p>
Moving heavy equipment/trees	M	<p>Apply safe manual handling work practices.</p> <p>Forest of Hearts will assess each manual handling situation.</p> <p>Attendees to only move things if physically fit and able to.</p> <p>Ensure attendees carry heavy trees in pairs and not alone.</p>
Planting trees - tree branches and sharp-edged bamboo planting canes	M	<p>Briefing at start of activity to make attendees aware of appropriate methods to plant trees and use equipment.</p> <p>Take care and attention when planting trees to ensure sharp tree branches and bamboo canes don't come in contact with the face.</p>

		<p>PPE – Gloves to be worn to prevent cuts or scratches on hands.</p> <p>First aid kit on site.</p>
<p>Weather conditions – too cold/wet/windy</p>	M	<p>Advise attendees to wear appropriate footwear and bring weatherproof coat/warm clothing as part of pre-event information.</p> <p>Move indoors to Picket Post building to provide shade/shelter.</p>
<p>Working with types of soil- soil in eye, microorganisms from soil, allergic reactions to soil.</p>	M	<p>Ensure use of suitable PPE – Gloves, to prevent soil getting into any cuts/ broken skin.</p> <p>Ensure thorough hand washing after session.</p> <p>First aid kit on site.</p>
<p>COVID19</p>	H	<p>Ensure thorough hand washing and use of hand sanitiser provided.</p> <p>Ensure individuals don't attend if they have COVID symptoms and/or have been in recent contact with anybody who's tested positive.</p>