

HEALTH AND SAFETY FOR ALLOTMENT GARDENS

RISK ASSESSMENT		
Hazard	Person at risk	Control / Monitoring
Blisters, minor cuts, abrasions	Society Members and guests	<ol style="list-style-type: none"> 1. Wear work gloves, not fabric. 2. Keep hands as clean as possible. 3. Keep up to date with tetanus inoculations. 4. First aid kit on site should contain plasters and wipes.
Accidents with tools	Society Members and guests	<ol style="list-style-type: none"> 1. Wear boots or other appropriate footwear. 2. Inspect site prior to work. 3. Exclude public if necessary. 4. Keep tools well-maintained to be safe to use. 5. Discard all faulty equipment. 6. Only use appropriate tools in correct manner. 7. Get basic training in tool safety. 8. Where non-standard, e.g. powered, equipment is required, seek appropriate advice. <p style="color: red; margin-top: 10px;">For example ensure that tools are stored and hung appropriately and that you have an awareness of the function of each tool.</p>
Sharps: needles, razor blades etc	Society Members and guests	<ol style="list-style-type: none"> 1. Do not lift leaves etc. with hands. 2. Use boards / rakes etc. 3. Wear boots and gloves. 4. Use sharps box to discard any sharps. 5. Do not compact with feet or hands. <p style="color: red; margin-top: 10px;">For example do not force items into waste bags with hands and feet.</p>
Moving, lifting or handling loads	Society Members and guests	<ol style="list-style-type: none"> 1. Assess load and location. 2. Seek help if required. 3. Get basic training in manual handling.
Uneven ground, trip hazards	Society Members and guests	<ol style="list-style-type: none"> 1. Be aware of the state of ground being worked on. 2. Wear footwear with a good grip. 3. Take extra care if working on slippery ground. 4. All access routes must be kept free from materials and debris at all times.
Bacterial infections	Society Members and guests	<ol style="list-style-type: none"> 1. Be aware that illness and infection can be caused by poor garden hygiene. 2. Take care not to put hands in mouth or around mouth, nose or eyes while gardening. 3. Wash hands carefully before eating. 4. Cover cuts or grazes with waterproof dressings while working in the garden. 5. Garden produce should be washed thoroughly before eating.
Plant allergies	Society Members and guests	<ol style="list-style-type: none"> 1. Be aware you may be allergic to certain plants and if so avoid contact. 2. Try to wear gloves at all times. 3. Wash hands thoroughly at the end of each session.

Garden chemicals	Society Members and guests	1. All chemicals should be clearly marked and stored, and used according to manufacturer's instructions by competent people only.
Sunburn	Society Members and guests	1. Wear suitable clothing. 2. Wear a high factor protective sun cream, it is the individual's own responsibility to use it. 3. Drink adequate fluids to stay hydrated. 4. Take breaks when required.
Hypothermia	Society Members and guests	1. Wear warm outdoor clothing – waterproof clothing if required.
Fire	Society Members and guests	1. Emergency evacuation procedures to be in place and understood by all participants. 2. No smoking in enclosed spaces or near garden chemicals.
Bee and wasp stings	Society Members and guests	1. Be aware of environment and do not provoke bees or wasps. 2. Stay clear of bee or wasp hives / bikes. 3. If stung by bee or wasp please seek help from staff. 4. Leave area if necessary.
Poly tunnels, sheds & loose equipment	Society Members and guests	1. Keep in a good state 2. Ensure tethered in case of high winds For example be aware of thresholds.
Composting	Society Members and guests	1. Avoid turning compost heaps. 2. Wear face mask and gloves when turning compost heaps.
Animal manures	Society Members and guests	1. Wear gloves when handling animal manures and wash hands thoroughly afterwards.
Water butts	Society Members and guests	1. Garden produce and hands should not be washed with water from the water butts. For example do not drink from the water butts.
Work in public spaces	Society Members and guests	1. Wear high visibility jackets. 2. Exclude public if necessary.

GROUND RULES FOR ALLOTMENT GROUPS

To be adhered to by all users of the allotment:

- No alcohol should be consumed before or while gardening.
- Ashtrays to be used for cigarette stubs.
- Have first aid kit available at all settings.
- Everybody needs to be willing to share, co-operate and communicate.
- Be aware that everybody has different abilities and skills and not everybody can make an equal contribution.
- Each individual has to take personal responsibility for his / her safety, particularly if working on their own.
- At all times, each individual using the allotments must act in a responsible, considerate manner; mindful of others working in the allotment.

CREATED 2013

REVIEWED MARCH 2017

TO BE REVIEWED MARCH 2020