

Site Risk Assessment Record

Location: College Lake	Date of assessment: 09/06/2017		Nearest postcode: HP23 5QG	Main entrance OS Grid Ref: SP93414 0
Hazards/hazardous events	Who is affected?	Typical outcome	Precautions	Risk Level LxH=RL
Uneven ground due to roots, stones, holes and muddy paths causing slips, trips or falls.	Public. BBOWT workers	Bruises, sprains, minor cuts and grazes.	Maintain path surface.	Slight
Thorny bushes along paths and in work areas.	Public. BBOWT workers	Cuts and grazes. Infections. Puncture wounds, eye damage.	Ensure paths are kept clear. Provide safety glasses if working in thorny area.	Slight
Falling dead wood in the form of either branches or trees.	Public. BBOWT workers	Head injuries, broken limbs, cuts and bruises.	Conform to COP 31 and carry out tree safety assessments and remedial work required. Areas used/worked in are to be checked for dangerous trees. No work should be carried out in high winds.	Moderate
Irritable and poisonous plants such as berries and fungi.	Public. BBOWT workers	Poisoning from ingestion.	Do not eat fungi, berries or other plant material. Wash hands after handling such material.	Slight
Stings from bees, wasps or hornets.	Public BBOWT workers	Allergic reaction to stings.	Be aware of any nests close by and do not get too close. All volunteers / staff should declare any known allergic reactions.	Moderate

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Water bodies.	Public. BBOWT workers	Drowning.	Access to water bodies to be discouraged. Route path away from edge of water body. Where path runs close to edge of water, install barrier fence. Carry out Water Risk Assessment in accordance with Safety on Water Sites CoP 32	Moderate
Soft ground, water in reedbed.	Public. BBOWT workers	Bruises, sprains, minor cuts and grazes. Drowning.	Limit access to /reedbed. Do not work in reedbed alone. Be aware of conditions underfoot.	Slight
Contact with water.	Public. BBOWT workers	Weil's disease (Leptospirosis).	Cover cuts and abrasions and wash hands after contact with water. If flu like symptoms develop within 3-19 days after contact with water visit doctor and inform of the possibility of Weils' disease.	Slight
Wild parsnip	Public. BBOWT workers	Blisters from a photosensitive skin reaction.	Avoid contact with plant especially when cutting. Wear gloves. Keep paths clear of the plant.	Slight
Overhead service lines.	Public. BBOWT workers	Electrocution.	Inform workers of the presence of overhead service lines. Take necessary precautions when fencing under service line.	Moderate

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Steep drop off cliff edge/potential for collapse.	Public. BBOWT workers	Head injuries, broken limbs, cuts and bruises.	Discourage access to the cliff edge. Route paths away from the edge. Where path is close to edge install fences as required. Monitor potential for collapse and fence off/make safe if necessary.	Slight
Underground service lines.	BBOWT workers.	Electrocution.	Inform workers of the presence of underground service lines. Check for underground warning cable signs before beginning any digging.	Moderate
Sun exposure.	Public. BBOWT workers.	Dehydration and sunburn.	Use sun cream, drink plenty of fluids and protect skin by covering with light clothing.	Trivial
Authorised vehicles on site.	Public. BBOWT workers	Bruises, broken limbs, severe injury.	Speed limit of 5mph to be adhered to at all times. Take extra care when turning blind corners and at busier times for visitors.	Moderate
Rabbit control by shooting.	BBOWT workers.	Serious injuries.	Control carried out only by authorised volunteers, when site is closed to public and no-one else is present.	Moderate.

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Barbed wire	Public. BBOWT workers.	Cuts and grazes, puncture wounds and eye injuries.	Barbed wire not to be used near access points or on narrow paths. Where use cannot be avoided, protect public by use of rails or plain wire.	Slight.
Fire hazards (wooden buildings)	Public. BBOWT workers.	Burns. Death.	No smoking in any buildings or hides. Fire extinguishers in main buildings as identified in fire safety assessment.	Moderate.
Museum displays (vintage farm machinery)	Public. BBOWT workers.	Trips, bruises, sprains, cuts.	All displays to be well fenced off from public.	Slight.
Bird hide windows	Public. BBOWT workers.	Head injuries.	Carry out regular inspections and additional inspections if problems are reported. Display warning signs in hides.	Moderate.
Old quarry infrastructure	Public. BBOWT workers	Trips, falls, bruises.	Fence off any dangerous buildings or areas, and put up signs warning of risks. If working in area, inspect thoroughly before starting work.	Slight.
Railway line and deep cutting.	BBOWT workers.	Head injuries, broken limbs, cuts and bruises.	No public access to railway. Ensure sturdy fence is maintained marking boundary. If working nearby, warn of risks.	Slight.

Nearest telephone (landline): Office in the Visitor Centre, College Lake 01442 826774	Emergency telephone number: 999 or 112	Access point/route for emergency services from road: Off the B488, heading towards Pitstone/Ivinghoe. After
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		Garden centre on the right, over canal bridge with pub, first on the left (marked with brown tourist signs).	
Nearest A&E department: Stoke Mandeville , Mandeville Road, Aylesbury, HP21 8AL SP825115 01296 315000	Type of access for emergency services: <i>(delete as appropriate)</i> 4WD		
Assessment undertaken by: Owain Hegarty	Position: College Lake Warden	Manager confirming assessment: Mark Vallance	Date for revision: 23/03/2019

Work identified from site risk assessment	By whom	Date completed
Maintain path surfaces	Reserve Warden	On-going
Monitor paths close to cliff edge – erosion to cliff. If needed low fencing should be erected along top of cliff to discourage people getting too close.	Reserve Warden	On-going
Carry out regular hide checks to ensure all fittings especially windows are safe for public use. Make sure warning signs are displayed.	Reserve Warden	On-going
Keep paths clear of thorny vegetation	Reserve Warden	On-going
Keep paths clear of wild parsnip	Reserve Warden	On-going
Check paths and access points for barbed wire	Reserve Warden	
Carry out tree safety assessments.	Reserves staff	annual

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Ensure safety notices are posted (livestock grazing, tree work, path works, contractors machinery present, flooding)	Reserves staff/ contractors	On-going
Task/work party leaders convey relevant information to participants	Reserves staff/Volunteer Reserve Warden/leader	On-going
Carry out Water Risk Assessment	Reserve Manager	

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This checklist is designed to assist in the production of Site Risk Assessments. For those hazards present, more specific information should be provided, e.g. location within site and precautions required entered on SRA form. **This list is not comprehensive. Map is located in reserves office.**

No.	Risk	Present		Recorded on map
1	Steep slopes and banks	yes	no	
2	Drowning risk – deep water [pools, streams, rivers]	yes	no	
3	Fall hazards – rock outcrops, buildings, building foundations	yes	no	
4	Areas liable to flooding	yes	no	
5	Areas of permanent soft ground	yes	no	
6	Areas of soft ground following rain	yes	no	
7	Uneven path / track surfaces	yes	no	
8	Uneven ground	yes	no	
9	Remote areas	yes	no	
10	Dry weather fire hazard – heath, scrub, grass	yes	no	
11	Sun exposure – poor shade - burn / dehydration	yes	no	
12	Site used for walking [Inc dogs]	yes	no	
13	Children playing	yes	no	
14	Site used for horse riding	yes	no	
15	Site users include people with mobility problems	yes	no	
16	Site history of abuse [drunks, vandals, drugs, needle stick injury]	yes	no	
17	Site history of staff and/or volunteer intimidation	yes	no	
18	Fly-tipping	yes	no	
19	Unauthorised and/or authorised shooting [i.e. poaching/stalking]	yes	no	
20	Unauthorised vehicles [cars and motorbikes]	yes	no	
21	Difficult or restricted access / egress [esp. for heavy plant]	yes	no	
22	Authorised vehicles	yes	no	
23	Areas inaccessible to vehicles	yes	no	
24	Former landfill site	yes	no	
25	Proximity to public highway	yes	no	
26	Proximity to Public Rights of Way	yes	no	
27	Overhead service lines	yes	no	
28	Underground service lines	yes	no	
29	Barbed wire	yes	no	
30	Personal hygiene facilities	yes	no	
31	Poisoning from blue / green algae	yes	no	
32	Exposure to bracken [carcinogenic spores] (see CoP 15)	yes	no	
33	Puncture wounds [blackthorn / hawthorn]	yes	no	
34	Wild parsnip burns	yes	no	
35	Giant hogweed burns (see CoP 15)	yes	no	
36	Poisonous berries	yes	no	
37	Poisonous fungi	yes	no	
38	Standing dead wood	yes	no	
39	Risk of Weils' disease (see CoP 15)	yes	no	
40	Site known for wasps	yes	no	
41	Site known for bees	yes	no	
42	Site known for hornets	yes	no	
43	Site known for adders	yes	no	
44	Site known for stray dogs	yes	no	

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45	Site known for ticks [Lyme disease] (see CoP 15)	yes	no	
46	Site known for allergens [pollen / spores]	yes	no	
47	Injury to pregnancy – exposure to lambs [listeria, chlamydia]	yes	no	

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