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| **Activity: To Be Filled In** | **Emergency contact on site:** |
| **Date:** | **Mobile contact No.** |

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| **Location:**  Folly Wood, Folly Lane, Stroud | **Description of location:**  Private 3-acre woodland |
| **Nearest A &E Unit:**  Stroud Hospital | **Directions to A & E**  Trinity Road, Stroud, GL5 2HY. |
| **Access and meeting point for emergency vehicles:**  Folly Lane, GL5, Stroud. Proceed all the way up the hill, taking the left turn where Folly Lane joins Peghouse Rise and becomes a single track lane, and meet at the second turning to Wickridge House on your right . | |

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| **Site safety Coordinator:**  The site Safety Coordinator is the person present on site responsible for carrying out the designated activity. |

**send to Dominique Shead [dshead@btinternet.com] before the event**

**Signature of Site safety Coordinator: Date**

**Risk Assessment**

**example form - please amend as required**

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| **Activity: AGM Coop meetings, Equinox & Solstice gatherings, Bird and Wildflower surveys, Coop group workshops i.e. whittling, singing, open fire cooking** |
| **Description:** Social events which are open to all coop members. Events are often based around the fire and involve cooking. Wildlife surveys will be carried out regularly to collect woodland data as well as share knowledge of the woodland habitats. Workshops proposed from member’s interests and open to all members. |

**Severity and likelihood of risk: Low, Medium, High.**

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| **Hazard** | **Potential outcome** | | **Severity of**  **outcome** | | **Likelihood of**  **occurrence** | | **Actions to be taken to reduce risk** |
| Slips, Trips | Cuts, bruises  sprains | | M | | M | | Wear well-fitting boots, keep paths clear of trip hazards. When carrying out surveys, leader to brief group about underground condition i.e. brambles, roots, fallen branches. |
| Fire | Burns/smoke inhalation | | M | | L | | Wear fire/thick gloves when working around fire. Ensure fireplace is sound and secure. Keep surrounding area clear of trip hazards and flammable materials. Children will be supervised by adults at all times. |
| Cooking on fire | Scalding, burns | | M | | L | | Ensure pans and kettles are secure. Use fire gloves when handling. Designate a safe place to leave pans when off the fire. |
| Sharp tools | Cuts, stabs, grazes, puncture wounds and scratches | | M/H | | M | | Instruction on safe tool use given at start of workshop/task – cut away from body; use sharp tools; maintain safe working distances; no glove on hand holding edged tool. Wear gloves where safe Use long-handled tools. Avoid kneeling unless on clear ground or if wearing knee-pads.. Stop working if tired. |
| Lost children | Distressed, upset, lost | | L | | L | | Children to be supervised by an adult at all times. Give clear boundaries of where they can be. Brief children on staying off the road. |
| Alcohol and drugs | Become unwell, danger to oneself/others | | L | | L | | Adults to take responsibility over consumption. I.e. sensible, law abiding consumption. |
| Falling debris | Head & other injuries | | L | | M | | Inspection of overhead situation. Advised not to host event in the woods if winds are above 45mph |
| Contact with poisonous plants/Foraged items | Become unwell, allergic reaction | H | | L | | Don’t touch or consume anything you are unsure of. Carry phone in case of emergency and need to ring 999/112/emergency services. Report sighting to Folly Wood director if concerned. | |
| Animals & wildlife around site | Unfriendly or startled pet or wild animal, mother protecting young. | L | | L | | Dynamic risk assessments throughout stay  Do not approach wild animals. | |
| Public, stranger intrusion | General injuries, inappropriate behaviour, aggression. | L | | L | | Explain to enquiring member of public what is going on. Be clear that this is a coop member group gathering only. Be calm, have mobile phone on person. | |
| Children | General injuries | L | | L | | Children to be supervised by a responsible adult at all times. | |
| Any other hazards expected? |  |  | |  | |  | |

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| Is lone working expected | | | No | | | |
| Are there any environmental/wildlife considerations? | | | There are badger sets in the wood keep work to a minimum near these sets. Control fire sites, leave site tidy etc. | | | |
| PPE Needed (please tick) | Safety boots | Safety wellingtons | Gloves | goggles | Hard hat | Ear defenders |