

Assessment Date	15/10/19	Review Date (To be within 12 Months)	October 2021
Work Area	Bushcraft – use of tools		
Reason for Assessment (Tick appropriate boxes)			
Initial Assessment	<input checked="" type="checkbox"/>	Periodic Review	<input type="checkbox"/>
Change of Work Process	<input type="checkbox"/>	Change of Personnel	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	After an Accident / Incident	<input type="checkbox"/>
		Change of Equipment	<input type="checkbox"/>
		Abnormal Activity	<input type="checkbox"/>
		Other	<input type="checkbox"/>
Brief Description of Assessment: Using a variety of tools as part of Bushcraft activities			
Assessor(s): Sarah Griffiths – Outdoor Learning and Interpretation Manager			

- Hazard** = Something with the potential to cause harm.
Risk = The likelihood of a hazard causing harm & its associated severity.

‘Concentrate on the significant, ignore the trivial’

Part 1 – Hazard Identification

1. General Description of the Work Area	Associated Hazards
Bushcraft activities take place in wooded areas throughout MK parkland, many of which will have public access This session can take place year-round, so at times the ground conditions will be wet and muddy and at others dry and cracked after extensive periods of dry weather.	Trees/branches affected by weather conditions, e.g. high winds, lightning strikes. Stings/scratches from plants Slips/trips/falls. Interaction/aggressive behaviour from other members of the public including, horse riders, dog walkers.
2. Plant, Equipment and Vehicles in or adjacent to the work area	Associated Hazards
Tools may include the following: <ul style="list-style-type: none"> • Loppers • Secateurs • Billhook • Sheath knife • Spoon-carving knives • Mallet • Drill • Skewers • Bowsaw 	Injury through mis-use of tools Injury through poorly maintained tools

3. METHOD STATEMENT Description of the task / process to be carried out (step-by-step tasks). This section should describe exactly how the work will be done and by whom	Associated Hazards
<p>Safety briefing to be given by TPT staff at start of session, including demonstration of correct use of tool</p> <p>Group number no larger than 15 to ensure enough space between participants when using tools</p> <p>TPT staff to monitor tool use at all times</p> <p>Tools to be stored in the correct manner, as shown by the TPT staff member when not in use. They will be counted in and out by the TPT staff member.</p> <p>Tools to be maintained correctly by TPT staff and stored at Burners Lane depot between sessions.</p>	<p>Injury through mis-use of tools</p> <p>Trees/branches affected by weather conditions, e.g. high winds, lightning strikes.</p> <p>Stings/scratches from plants</p> <p>Slips/trips/falls.</p> <p>Interaction/aggressive behaviour from other members of the public including, horse riders, dog walkers.</p>

Assessors Signature(s) _____

ALL Those involved in making the Risk Assessment to sign

Part 2 - Detailed Assessment of Risks

Hazard. Potential harm and how caused (List all hazards identified in part 1)	Persons likely to be affected	Existing Control Measures. (Describe all existing measures taken to reduce risk)	Risk Rating. S x L (See Table 1) <i>[eg 3 x 1 = 3 Low]</i>	Action required to reduce / control risk. (Further improvements that could be made to the control measures. To be agreed with relevant manager & H&S Advisor)	Corrective Action Number (If further control measures required)	Residual Risk Rating (After further actions)
Injury from mis-use of, or poorly maintained/stored tools	Participants TPT staff & volunteers Members of the public	TPT staff to deliver “tool talk” and demonstrate safe use of tool to helpers and participants with the introduction of each new tool. Copy of “tool talk” kept with printed version of risk assessment on site and in tool boxes. Supervision of participants when using tools at all times, by TPT staff. Ensure tools are maintained properly, through sharpening after each use and repair as necessary. Tools to be kept in a tool box when on site or in a safe place, away from view of the public. Storage areas to be kept away from main thoroughfares to avoid trips. Tools with covers to be kept covered when not in use and kept flat on the floor, next to the user. Bowsaws to be kept in the tool box with covers in place and handle at the bottom of the box, with covered blade towards the lid. Tools to be counted in and out for each session by the session leader.	2x2=4			
Adverse weather (Extremes of temperature, winds exceeding 25 mph, lightning strikes)	Participants TPT staff & volunteers	Weather forecast monitored. Participants advised to dress appropriately for the weather and site being visited. Water and hats advised in hot weather. Staff to use common sense to judge weather, taking into account weather warnings and beaufort scale for winds. Session curtailed or cancelled in very heavy	1x3=3	If session in woods, or trees are overhanging area, beafort scale of 7 or over would usually require cancellation/change of site/acitvty as appropriate. Staff to take anonometer with them on windy days to check local wind speed.		

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		rain, strong winds or very high temperatures.				
Slips, trips and falls from the uneven ground.	Participants TPT staff & volunteers	Everyone always reminded to wear practical clothing and footwear.	1x3=3			
Contact with other parks users including dog walkers, horse riders	Participants TPT staff & volunteers	Participants reminded that when in public parks they are not the only park users and to be respectful to members of the public. Report any antisocial/dangerous behaviour of other park users to the police.	1x2=2			
Behaviour of attendees	Participants. TPT Staff and Volunteers	Leader of attending group informed that behaviour is their responsibility on site at time of booking. This to be re-iterated to the during the session as appropriate. Clear rules and expectations given to the group at start of session. PT staff to intervene in times of emergency/potential danger	2x2=4			
Illness/ medical problems of attendees (for sessions where there is a group leader/Parents/Guardian Present)	Participants	Leader of attending group/Parent/Accompanying Adult informed that medical aid is their responsibility on site at time of booking. PT staff to intervene in times of emergency/potential danger	2x2=4			
Illness/ medical problems of attendees (for sessions where PT staff is loci parentis) e.g. JPR, Youth Rangers and Youth Explorers	Participants	Medical data to be taken at point of booking and parents/guardians' responsibility for letting PT staff of changes. Self-medication is stated as process on booking form PT staff to intervene in times of emergency/potential danger	2x2=4			

Part 2 - Detailed Assessment of Risks

Risk rating = Severity x Likelihood

Risk Assessment		Severity (S) [Severity] & [Extent]		
		Slightly Harmful [Minor injury / illness, first aid treatment, minor equipment damage] [Affecting only one person] (1)	Harmful [Serious injury / illness, hospitalisation, equipment damage] (2)	Extremely Harmful [Fatality, loss of limb, permanent disability, equipment destroyed] [Several persons affected] (3)
Likelihood (L) [Exposure to Hazard] [Occurrence of Hazard] [Possibility of Avoidance]	Very Unlikely (1) [Minimal interaction] [Remote possibility] [Easily avoidable]	Low (1)	Low (2)	Low (3)
	Unlikely (2) [Much interaction] [More likely] [Some possibility to avoid]	Low (2)	Medium (4)	Medium (6)
	Likely (3) [Intensive interaction] [Quite likely] [Little possibility of avoidance]	Low (3)	Medium (6)	High (9)

1 – 3 Tolerable Risk
 4 – 6 Moderate Risk
 9 High Risk – Intolerable

Monitor regularly to ensure that the risk does not grow.
 Potentially serious. Long term issues anticipated. Plan ahead.
ACT NOW.

