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| **Risk Assessment**  **(OSM)** | **Gardening / Grounds Maintenance** | **Date of risk assessment** | **10th September 2024** | **Name of person doing this risk assessment** | **Iain Roy** |
| **Category**  **(OSM)** | **Activities** | **Date of next review** | **9th September 2026** |

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| **What hazard have you identified?**  **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| Leaders not qualified to run activity leading to injury | Young people  Leaders | * Designated Leader In Charge. * Planning and Preparation materials shared between all leaders. * Clear roles and responsibilities during the activity. * Risk Assessment Shared. |  |
| Young people not aware of safety rules leading to injury | Young people  Leaders | * Clear briefing before activity by Leader In Charge to include instructions about no running, handling equipment and tools, and the need for gloves. |  |
| Overexcitement and not following rules or instructions leading to injury | Young people  Leaders | * Section code of conduct in place to set clear expectations of behaviour. * Explain the activity clearly using age-appropriate language. * Monitor the mood level throughout the activity. * Use a clear communication to stop the activity – everyone should stop as soon as they hear two blasts on the whistle or anyone shouting stop. * Have a clear location for those not participating in the activity. |  |
| Risk of injury from slips, trips and falls | Young people  Leaders | * Check the grounds for trip/slip hazards, dangerous debris etc. before and after the activity * Ensure shoes and clothes are appropriate for the weather and for working outdoors * Highlight to the young people of any possible trip hazards such as hosepipes or steps. Consider signage or bright tape to mark out hazards clearly. * Ensure gardening tasks are always carried out in a tidy manner so that the creation of trip hazards is avoided * Assess the weather risk before and during the session. * First aid if required. |  |
| Unsuitable equipment causes injury | Young people  Leaders | * Check gardening equipment is in good enough condition, appropriate for the planned activity, and is the right the size for everyone taking part. * Leaders consider which parts of the activity need to be done by adults, or with close supervision. * First aid if required. |  |
| Use of tools causes injury | Young people  Leaders | * Ensure young people and leaders have correct PPE on before using tools – young people and leaders should wear gloves when using hand tools and suitable footwear (boots) when using digging tools * Young people taught to use tools safely and correctly * Ensure adult supervision when working with tools * Young people should work a safe distance away from each other to prevent damage to themselves and others around them * Young people will only be given tools appropriate for their ability and the task * A safety visor or glasses to be worn when there is a risk of tools or debris contacting with the eyes e.g. using power tools * Tools are regularly maintained, and damaged tools taken out of service * Only use power tools in dry weather and only by those who know how to use them * Safety check for power tools e.g. checking cables are intact (no frayed areas) or batteries are charged up * Tools to be regularly maintained and damaged tools taken out of service * No power supplies to be placed or power tools to be used near water, in poor or wet weather * Trailing leads to be kept out of walkways, to be clearly identified with hazard tape if crossing paths * First aid if required. |  |
| Risk of strains or other injuries from handling equipment | Young people  Leaders | * Ensure adult supervision and suitable briefing and management of activity. * If applicable, demonstrate safe lifting techniques using bent knees and straight back method. * Young people to only carry items that they can manage. * Young people to carry any load deemed "heavy" by a leader between 2 young people to reduce risk of musculo-skeletal injury. * First aid if required. |  |
| Risk of poked eyes from branches | Young people  Leaders | * Remind young people to be careful with sticks and branches and to carry below waist height * Remind young people to not run in area * Consider closer supervision for children with SEN. * First aid if required. |  |
| Risk of digestion, inhalation, skin irritation, or sickness from seeds, bulbs, and plants |  | * Check packaging or information of new plants or bulbs * Audit the grounds or site to identify any toxic plants and inform anyone working in the garden * Wear gloves when handling seeds and bulbs * Explain dangers of eating or consuming seeds and bulbs * Wash hands before and after handling * Use hand tools where appropriate * Be aware of any allergies or hayfever * Supervise young people at all times or anyone who may be more inclined to try eating the seeds, bulbs or plants * Do not plant anything that could be toxic or poisonous (e.g. daffodils) alongside edible plants * First aid if required. |  |
| Risk of insect bites and stings |  | * Identify anyone with allergies and plan work accordingly * Inspect site for any sign of wasp or bee nests * Identify areas/vegetation which might harbour biting insects and work with caution * In very warm dry summers, participants need to be especially made aware of horse flies and their potential dangers; bites can become infected and can even cause sepsis * Check body for ticks after working in high-risk areas, bracken/long grass * First aid if required. |  |
| Risk of inhalation, skin or eye contact with chemicals |  | * No chemicals to be used |  |
| Risk of falling branches from trees |  | * Gardening directly under trees should be avoided * First aid if required. |  |
| Fallen leaves  Potential hazards: risk of piercing wounds |  | * If leaves are to be collected for making leaf mould or for clearing away, check the area in advance to make sure there are no hazardous objects such as syringes, broken glass or other sharp items buried in the leaves * Wear gloves when collecting leaves or use leaf grabbers * Use a rake to collect leaves into smaller piles before picking up |  |
| Other unforeseen hazards | Young people  Leaders | * Dynamic risk assessment to be performed by all leaders in line with TSA guidelines. * Hazards to be shared with other leaders and appropriate mitigation to be actioned. |  |