



Risk Assessment Form

Establishment: Dean Trail Volunteers		Assessment Ref: DTV 01	Date: 01 Aug 25
		Assessment Type tick as appropriate	
		Specific <input checked="" type="checkbox"/>	Generic <input type="checkbox"/>

Activity/Process: Regular Digs	Who is at risk:
	All staff: <input checked="" type="checkbox"/>
	Operators and/or maintenance staff: <input checked="" type="checkbox"/>
	Visitors, vulnerable groups, public, etc. : <input checked="" type="checkbox"/>

Ref	Hazard	Existing Control Measures	Signifi cant Residu al Risk Asses sment Reqd
1	General	<ul style="list-style-type: none"> The Dig Lead is to carry out a dig brief at the beginning of the session Dig lead to ensure the following equipment is carried -Mobile phone, First aid kit, Emergency contact list. Protective equipment should be worn – Hi Viz, work gloves and robust footwear 	No


		<ul style="list-style-type: none"> • If there is a large group of volunteers the Dig Lead can nominate a deputy to enable the group to be adequately supervised • The First Aid lead is to be nominated by the Dig Lead • The First Aid lead is to check that all volunteers have their emergency contact details in their lanyard • The First Aid lead is responsible for checking the first aid kit 	
2	Operating Hand Tools	<ul style="list-style-type: none"> • Instruction given to any new volunteers on the correct use of the tools, this will be directed by the Dig Lead • Inspect tools for wear and tear before taking them out. If tools are found to be faulty Dig Lead to isolate in the container and entered on the post dig report. • Ensure adequate working distances are maintained • Keep working site tidy of tools • Dig Lead to demonstrate how to carry tools. If volunteer is to fall, they should be able to discard the tool without landing on them • All tools are to be periodically examined by a member of the committee 	No
3	Carrying out Physical Work/ Manual Handling/ Uneven Ground	<ul style="list-style-type: none"> • Ground conditions are to be assessed and will be commented on during Dig brief • Volunteers to work within their own comfort zones • Best practice when lifting should be promoted by Dig Lead • Dig Lead to demonstrate how to carry tools. If volunteer is to fall, they should be able to discard the tool without landing on them • Caution and care is to be taken when handling heavy rocks to reduce the risk of crush injuries. 	Yes
4 4 cont.	Adverse Weather Conditions/ Working at night	<ul style="list-style-type: none"> • Dig Lead and chair to discuss cancelling in advance based on advice provided by FE • If the weather is too dangerous then FE will close the centre and no dig is to take place • Expected weather conditions are to be discussed as part of the dig brief. • Dig Lead to ensure all volunteers have adequate clothing for expected weather conditions • Dig Lead to show volunteers where they can fill their water bottles • Dig Leads to monitor volunteers through the session • All diggers must wear headlamps for night digs • Portable work lamps are to be used on night digs 	No
5	Operating Power Equipment	<ul style="list-style-type: none"> • Dig Lead should ensure only trained personnel use the wacker plate/ muck truck • PPE is provided for operators 	Yes

6	Use of Vehicles on Track	<ul style="list-style-type: none"> All vehicles being used must be registered with FE prior to the dig Speed limit to be observed on stone roads of 10mph Use of hazard lights on FE land Park in agreed areas only Driver to hold valid UK driving licence 	No
7	Collision with Trail Users	<ul style="list-style-type: none"> Trail closed signs are to be placed at start of trail Banks person to watch and warn cyclists/ volunteers when working on a live trail 	No
8	Under 18 Volunteers	<ul style="list-style-type: none"> Kids with parents: Any age welcome, parents supervise their own children at all times. Parents/guardians are responsible for ensuring their child's safety and appropriate behaviour throughout the activity. Kids without parents: 16+ can volunteer independently with consent forms. At the discretion of the Dig Lead and an initial Dig where the Parent attends can be insisted upon. Age -appropriate tasks and tools. Otherwise all volunteer responsibilities apply. 	No
9	Animal Bite	<ul style="list-style-type: none"> First Aid lead to ensure first aid kit is up to date and taken out onto the trail DTV trail dig brief given at start of session First Aid lead to ask if anyone has medical issues i.e. allergic reactions to bees/wasps 	No

Likelihood		Risk Matrix		
Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Occasional occurrence.	2	2 Low	4 Med	6 High
Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Severity		1 Minor injury or illness.	2 Serious injury or illness.	3 Fatalities, major injury or illness.

Hazard Ref	RISK Associated with Hazard (type of incident, injury or ill health)	Risk Rating	Additional Controls Required
3	Crush injuries, Slips, Trips, Falls	4	Dig Leads to oversee and coordinate manual handling of large rocks. Dig Leads are to emphasise the need to be vigilant on wet slippery surfaces
4	Wind Damaged Trees	4	Dig leads are to be aware of and brief volunteers of increased risk of falling trees caused by wind
5	Collision with operator or volunteer	4	Update training is required if the operator has not used the equipment for more than 6 months.

Assessor		Manager	
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Name:	Neil Wheeler	Name:	Ian Officer	Overall Risk Rating (highest risk)
Signature:		Signature:		4
Post:	Health and Safety Member	Post:	Chairperson	
Manager Assessment Review				
Date:				Review frequency
Name/Signature:				Annually