

Buxhall Parish Council Safety Risk Assessment Lone Worker.

Document Control		
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Parish Clerk when working on foot	Severity: 1. Slight (minor injury, first aid required). 2. Moderate (minor injury, first aid/medical attention). 3. Serious (injury, medical attention, 7 day absence). 4. Major (serious injury/death). 5. Catastrophic (number of casualties/deaths).	<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td></td> <td></td> <td colspan="5" style="text-align: center;">Severity</td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td style="text-align: center;">LOW</td> </tr> <tr> <td rowspan="5" style="writing-mode: vertical-rl; transform: rotate(180deg); text-align: center;">Probability</td> <td style="text-align: center;">5</td> <td style="text-align: center;">5</td> <td style="text-align: center;">10</td> <td style="text-align: center;">15</td> <td style="text-align: center;">20</td> <td style="text-align: center;">25</td> <td style="text-align: center;">MEDIUM</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">4</td> <td style="text-align: center;">8</td> <td style="text-align: center;">12</td> <td style="text-align: center;">16</td> <td style="text-align: center;">20</td> <td style="text-align: center;">HIGH</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> <td style="text-align: center;">6</td> <td style="text-align: center;">9</td> <td style="text-align: center;">12</td> <td style="text-align: center;">15</td> <td style="text-align: center;">(10+)</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> <td style="text-align: center;">4</td> <td style="text-align: center;">6</td> <td style="text-align: center;">8</td> <td style="text-align: center;">10</td> <td></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td></td> </tr> </table>								Severity								1	2	3	4	5	LOW	Probability	5	5	10	15	20	25	MEDIUM	4	4	8	12	16	20	HIGH	3	3	6	9	12	15	(10+)	2	2	4	6	8	10		1	1	2	3	4	5		LOW (1-4): May be ignored MEDIUM (5-9): Control measures Required HIGH (10+): Design out if possible
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Hazard	Potential injury	Initial Assessment			Control Measure	Residual Assessment			Monitoring and Further Action Required																																																			
		Probability	Severity	Risk		Probability	Severity	Risk																																																				
Collision or contact with road traffic	Impact injury or death				High vis jacket to be worn when work involves walking around village. Worker to be issued copy of Highway Code.																																																							
Slips or trips on uneven ground	Cuts, bruises, abrasions, musculo-skeletal injuries.				Safety shoes to be worn.																																																							
Hand injuries from handling litter					Litter grabber and safety gloves to be used.																																																							
Adverse weather conditions.	Sunburn, Dehydration in hot weather. Slips, trips and falls on icy surfaces.	2	5	10	Appropriate clothing and PPE to be worn, such as headwear, sunglasses, safety shoes, warm or waterproof	1	5	5	Warden's report to be supplied to council at regular meetings																																																			

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					clothing, gloves. High SPF sun lotion to be applied as appropriate. Drinking water may need to be carried.				
Hazard	Potential injury....	Initial Assessment			Control Measure	Residual Assessment			Monitoring and Further Action Required
					Small First Aid Kit. Impact Injury. Death Mobile Phone as means of contacting employer or emergency services. Lone Working Guidance (INDG73). Parish Warden to notify employer of planned route and start time and finish time.				
Removing Waste from Environment	Hazardous Waste, Glass, Needles.	2	3	6	Infection. Puncture Wounds, Cuts, Scrapes.	1	3	3	Warden's report to be supplied to council at regular meetings
Training and Competence	Is the lone worker competent to carry out the work alone								
Manual Handling					Attend manual handling course Know your own strength				
Office	Slips, trips and falls				Regular inspection of areas to ensure that any trip hazards (torn carpets, uneven flooring				
Hazard	Potential injury....	Initial Assessment			Control Measure	Residual Assessment			Monitoring and Further Action Required

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Medical fitness									
Electrical equipment	Slips, trips and falls				Ensure all office equipment is electrically tested and the work station complies and is set up in accordance with DSE assessment. Loan worker should take regular breaks from DSE. Electrical cables and plugs are visually inspected for damage.	1	3	3	Warden's report to be supplied to council at regular meetings
Identify potentially dangerous situations					Do not attend				