

Sunshine Sunflower Foundation – Horticulture

Risk Assessment — 1. Supporting Information

Date of Assessment written	8 th November 2023	Review / Reassessment Date	11 th January 2024
Site and Activity	A variety of gardens - Horticulture	Type of site (if applicable)	Gardens with mature trees, shrubs, lawns, ponds, greenhouses, swimming pools, flower beds.
Supporting notes: <i>Ian Lumb – Founder Gardener volunteer has First aid at work (3 days) Safeguarding for SEND (NSPCC) Data Protection working on Health and Safety for Managers</i> Nearest phone / person with mobile: 07983440881 (Ian Lumb) Nearest Hospital A&E: <i>Huddersfield Royal Infirmary. Tel: 01484 342000. Address: Acre Street, Huddersfield, West Yorkshire, HD3 3EA</i>			
Name of Assessor	Debbie Lumb	Date	8 th November 2023

Risk Assessment — 2. Risk Assessment

What are the hazards?	What precautions are already in place?	What are the risks? (Are the risks foreseeable by children?)	Risk Rating	What further actions are necessary? And why?	How will you put this into action?			
					By whom:	By when:	Priority	Done (Date completed)
Slipping on wet grass/mud/trip hazards from stones and rocks	Explain to young people/volunteers about the risks of trips and falls. Close monitoring of young people/volunteers during activity.	Trips, slips and falls	Medium	Suitable footwear, flat with grips, safety boots Shoe laces tied.	Session Leader	Explain risk at start of session		
Litter/broken glass/sharp objects/dog faeces in areas where young people may come into contact with the ground	Ensure that areas where planting or weeding is taking place are thoroughly litter picked/checked for dog faeces/sharp objects before work starts and remove all waste. Ensure that all young people/volunteers wear latex gloves and gardening gloves during activities. Ensure all young people are up to date with Tetanus injections (confirmation of this during induction).	Cuts and grazes, contact with dog waste (Toxocara canis) Tetanus (lockjaw) from soil, dust and manure from contaminated objects e.g. thorns or sharp objects	Medium	Close supervision of young people/volunteers. Thoroughly wash any cuts or abrasions as soon as possible, however minor and basic first aid is applied. Carry antiseptic wipes.	Session Leader	Remind young people/volunteers at start of session		
Discarded needles when completing community gardens/allotments	Ensure that areas where group are working are checked first. If there is any evidence of any discarded material, then leave the area alone and report to SSF Horticulture Trainer so they can remove safely. Note the location of the needles. Ensure that all young people/volunteers wear latex	Cuts and infections e.g. HIV, Hepatitis B and C, Tetanus.		Seek professional medical attention if anyone comes into contact with discarded needle.	Session Leader	Check areas at start of session		

	<p>gloves and gardening gloves during activities.</p> <p>Ensure all young people are up to date with Tetanus injections (confirmation of this during induction).</p>							
Using tools – garden forks, spades, bulb planters, secateurs, pruning saws, sharp hand tools	<p>Ensure adults only using large tools.</p> <p>Wear appropriate PPE footwear, gloves, eye protection and clothing.</p> <p>Trained to use small tools and fully supervised until deemed competent.</p> <p>Don't leave hand tools lying on the ground - to be stepped on or tripped over causing injury.</p> <p>Always use the correct size of equipment for the thickness of the material to be pruned e.g. loppers.</p> <p>Be mindful of others and members of public while working – work within allocated space.</p>	Injuries such as cuts, abrasions, trips, slips and falls.	Medium	<p>Tool talk about the dangers of tools as appropriate to the site task.</p> <p>Close monitoring of young people/ volunteers.</p> <p>Never use the wrong tool for the job e.g. knife instead of secateurs.</p> <p>Never use cutting tools e.g. knives towards the hand</p> <p>Never use damaged, blunt or broken tools.</p>	Session Leader	<p>Explain risk at start of session.</p> <p>Ongoing awareness during session</p>		
Using ride on mower.	<p>Ensure only trained and competent young adults (18+) use ride on mower.</p> <p>Wear appropriate footwear and clothing, eye and ear protection.</p> <p>Ride slowly and carefully when turning.</p> <p>Don't leave machinery parts lying on the ground - to be stepped on or tripped over causing injury.</p> <p>Be aware of people around and do not mow near people.</p>	Injuries due to falling off or flat tyre or cuts and abrasions.	Medium	<p>Tool talk about the dangers of ride mower as appropriate to the site task.</p> <p>Close monitoring of young people.</p>	Session Leader	<p>Explain risk at start of session.</p> <p>Ongoing awareness during session</p>		

<p>Heavy or awkward to handle items, such as wheelbarrows, compost bags, tree stumps.</p> <p>Manual handling - lifting, twisting, bending, pushing and pulling causing - strains and sprains.</p>	<p>Trained to use good lifting practices. Observed demonstrating good lifting on numerous occasions. Reminded to use good lifting practices. Share the load with an appropriate number of people. Ask for help or if unsure of weight. Avoid repetitive lifting, change task then go back.</p>	<p>Strains, pulled muscles</p>	<p>Medium</p>	<p>Teach and regularly remind young people how to lift correctly. Close supervision until deemed to be competent. Be mindful while lifting and carrying repeatedly. Stop if at risk of injury/strain. Help others lifting and carrying especially during clearing up.</p>	<p>Session Leader</p>	<p>Remind participants as appropriate</p>		
<p>Poisonous plants, including poisonous bulbs, and plant irritants.</p>	<p>Ensure participants are aware if plants or bulbs being handled are poisonous and that plants have the potential to be poisonous e.g. Foxglove, Daffodil bulbs.</p> <p>Ensure participants understand the potential of some plants to be irritants e.g. Euphorbia.</p> <p>Wear latex gloves and gardening gloves.</p> <p>Do not touch eyes or place fingers in mouth until hands are thoroughly washed.</p> <p>Do not eat or drink when carrying out gardening tasks with poisonous plants</p>	<p>Poisoning or allergic reaction. All parts of Foxglove are poisonous. Leaves have fine hairs that can cause a rash. Ingestion causes heart to beat more strongly also causes nausea, headache and diarrhoea. Daffodil bulbs are poisonous if ingested. Euphorbia sap is very irritating to the skin, eyes and mouth.</p>	<p>Low</p>	<p>Remind young people to wear gloves, and not to put hands to mouths. Seek medical attention where necessary.</p>	<p>Session Leader</p>	<p>Explain risk at start of session and remind about not touching skin, eyes and mouth.</p>		
<p>Handling pruning waste, diseased shrubs, compost heaps and plant thorns</p>	<p>Ensure young people are taught to handle green waste appropriately and regularly reminded.</p> <p>Wear latex gloves and gardening</p>	<p>Cuts, abrasions from sharp edges on shrubs/tree cuttings. Legionnaires disease (water droplets from warm compost</p>	<p>Low</p>	<p>Remind young people to wear gloves and report any cuts or</p>	<p>Session Leader</p>	<p>Explain risk at start of session and remind about not touching skin,</p>		

	<p>gloves/gauntlet gloves. Ensure young people do not inhale bioaerosols (micro-organisms in compost heaps. Rinse gloves afterwards. Young people are aware of risk of Tetanus from plant thorns and are up to date with Tetanus vaccination.</p>	<p>heaps. Tetanus bacterial infection from contaminated cuts and plant thorns.</p>		<p>abrasions. Seek medical attention where necessary.</p>		<p>eyes and mouth.</p>		
<p>Weather e.g. thunderstorms or very hot weather</p>	<p>Cancel a session if weather warning is forecast. Avoid working at height. Have an alternative session in place e.g. greenhouse or polytunnel. Do not use wired electrical devices in wet conditions. Do not cut grass in wet conditions. Cease work in declining weather conditions e.g. heavy rain or wind, excessive sun exposure. Dress for the conditions. In hot weather, young people to wear hats, long sleeves and sunscreen, garden in the shade avoid 10 am -2pm in full sun.</p>	<p>Trip, slips or falls during wet and windy weather. Working at height increases likelihood of slip, trip or fall. Electrocution if using wired garden tools in wet conditions.</p>		<p>Fully supervise young people during inclement weather. Carry out dynamic risk assessments periodically based on weather conditions and status of young people. Carry out regular check on anyone who starts to look vulnerable. Carry spare sun screen and cold drinking water. Do not use wired garden tools.</p>	<p>Session Leader</p>	<p>At start and continually during session due to changing weather conditions.</p>		
<p>Food and drink on site</p>	<p>Young people are not allowed to eat or chew gum whilst carrying out gardening tasks. Drinking out of a water bottle is advisable to minimise contamination and to keep hydrated. Young people to wear gloves during gardening task then wash hands before consuming food and drink at</p>	<p>Ingestion of materials that could cause ill health.</p>	<p>Low</p>	<p>Have hand wet wipes available and antibacterial gel.</p>	<p>Session Leader</p>	<p>Remind as necessary</p>		

	breaks and lunch time.							
Working in public park with tools	All young people are insured if a member of the public is injured. Ensure all young people are aware of location of tools, especially any sharp tools. Tools left on the ground become trip and injury hazards. Be aware of aggressive or difficult people, report to Horticulture Trainer.	Injuries, slips trips or falls. Tools are lost, or taken by public. Anxiety due to working in public area.	Low	Where possible keep all tools together in a wheelbarrow next to the working site. Young people fully supervised and check regularly to ensure young people are not exposed to unnecessary anxiety e.g. work alongside horticulture trainer. Dynamic risk assessments take place to ensure safety and minimise risk.	Session Leader	Young people told of risks and regularly reminded.		
Lone working	Young people always work in a minimum of pairs and ensure a charged mobile phone and signal is present in case of emergency. Young people do not work out of sight of others for long periods, no more than 20 minutes then report in person to Horticulture trainer on progress and welfare.	Ill health and not able to contact others via shouting or mobile phone call.	Low	Check mobile phone is able to make calls/send messages. Horticulture trainer and young person sets alarm for 20 mins if lone working. Face to face contact required after 20 mins. More vulnerable young people are never asked to be	Session Leader	Young people told of risks of lone working and regularly reminded.		

				lone workers.				
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Risk Assessment - 3. Safety Plan	
<p>Session Leader: plus mobile phone contact numbers</p> <p><i>Ian Lumb – 07983 440881</i></p>	<p>Second in charge: Plus mobile phone number</p> <p><i>Debbie Lumb – 07904 813646</i></p>
<p>If a problem arises the Session Leader (Ian Lumb) will be carrying a fully charged mobile phone to call for emergency services. If there is a problem and the Session Leader is incapacitated then the Second in Charge (Debbie Lumb) who will also be carrying a fully charged mobile phone, will call the emergency services. As Debbie Lumb is unlikely to be on site then the client if present will call or a young person can call emergency services.</p> <p>The site will be check and cleared of any waste before gardening begins, any waste found will be disposed of in rubbish bins as appropriate.</p> <p>The session leader will give each young person and volunteer a ‘toolbox talk’ to introduce the activity and any Health & Safety risks.</p> <p>The session leader will continually monitor all volunteers and young people throughout the gardening activity.</p> <p>A separate Risk Assessment has been carried out for Clients to ensure they do not give instructions to young people directly.</p>	

Session Leader to bring:

- Accident log book and pen/pencil or record on mobile phone
- Latex gloves and gardening gloves/ gauntlets and gardening tools
- Charged mobile phone with necessary contact numbers
- Drinking water (if very hot)
- Sun screen (if very hot)
- Antiseptic wipes
- High Vis jacket
- Basic First Aid Kit