



LITTER PICKING RISK ASSESSMENT						
What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom?	Action by when?	Done <i>Tick</i>
Lack of information and awareness	Volunteers Road users	All volunteers to be given an Induction Briefing before they begin, covering the risks, health and safety requirements and general information about correct use of equipment. All volunteers to be allocated a route. The Group Leader will record the route allocation. Any specific risks associated with a particular route to be identified to the volunteer in advance. Road signs to be displayed within the Parish to notify road users of the Litter Pick activity. The Group Leader will conduct a visual site inspection of the routes at the time the road signs are erected.	None	Group leader - Induction Briefing  - Route allocation  - Display road signs  - Visual site inspection	On the day	
Sunburn  Extreme cold, or wet weather	Volunteers	Group leader is named first-aider on site, with access to First Aid Kit. Volunteers notified in advance of appropriate clothing:	Consider suspending work if weather is sufficiently extreme	Group leader Volunteers	On the day	



		<ul style="list-style-type: none"> <li>- Gloves, sleeves, trousers, sturdy footwear.</li> <li>- In hot weather, wear hat.</li> <li>- Apply sunblock before beginning the activity and re-apply as required.</li> </ul>			
	Volunteers	<p>Wear warm layers and waterproof clothing</p> <ul style="list-style-type: none"> <li>- Wear thick socks and sturdy boots or shoes.</li> </ul>	Consider suspending work if weather is sufficiently extreme	Group leader Volunteers	On the day
<p>Cuts and grazes from vegetation. Giant Hogweed Skin irritation, rashes blistering</p> <p>Stings or bites from insects.</p>	Volunteers	<p>Group leader is named first-aider on site, with access to First Aid Kit. Litter pick equipment is issued to all volunteers. Volunteers notified in advance of appropriate clothing.</p> <ul style="list-style-type: none"> <li>- No unprotected feet – wear sturdy shoes, boots, or trainers.</li> <li>- Wear suitable clothing (gloves sleeves and trousers at all times).</li> <li>- All volunteers to use litter-pickers to collect rubbish - NEVER scoop up items by hand.</li> <li>- Be wary of uneven ground and trip hazards including trailing vegetation.</li> <li>- Photographs shown to volunteers of any plants to be aware of and their location during the Induction Briefing.</li> </ul>	<p>Visual site inspection undertaken when road signs are erected along the routes. Volunteers to be informed of any hazards identified during the Induction Briefing before the event begins.</p>	Group leader	In advance, or on the day



		<ul style="list-style-type: none"> <li>- Details of the location of notifiable plants to be recorded then reported by the Clerk to take appropriate action.</li> </ul>				
Slips strains, trips and falls due to working on grass verges, lifting heavy objects, working near kerbs.	Volunteers	<p>Group leader is named first-aid-er on site, with access to First Aid Kit.</p> <ul style="list-style-type: none"> <li>- Wear supportive and slip-resistant footwear.</li> <li>- Take care when negotiating banks, steps or uneven ground.</li> <li>- Observe ground and aware of potential trip hazards.</li> <li>- If in doubt don't carry on if an area looks slippery or dangerous.</li> <li>- Group Leader to have access to a vehicle to attend volunteers in need/difficulty.</li> </ul>	<p>Group Leader will remind workers to take care during Induction Briefing e.g., when pavements/roads are slippery from rain, leaves, ice, snow, etc.</p> <ul style="list-style-type: none"> <li>- Group Leader will check clothing and footwear</li> <li>- Group Leader will consider suspending work if weather is sufficiently extreme.</li> </ul>	Group leader	On the day	
Working on roads with moving vehicles. Be aware of traffic and road safety	Volunteers	<ul style="list-style-type: none"> <li>- Children <b>must not</b> participate along roads/road verges; work is restricted to adults only.</li> <li>- Signage or cones are in place along the route(s) to alert motorists of the activity.</li> </ul>	Check for any unusual hazards on the day itself.	Induction Briefing by Group Leader to all volunteers	On the day	



		<ul style="list-style-type: none"> <li>- Hi- vis clothing is worn by volunteers at all times.</li> <li>- No litter picking should be undertaken on the road itself.</li> <li>- No personal music players or ear/headphones are to be used.</li> <li>- Wherever possible, volunteers working along the roadside are in pair, with one person appointed to monitor traffic movement as “look out”.</li> <li>- Briefing to include warning on roads, speed limits and any known hazards.</li> <li>- Briefing to include warning to always focus when crossing streets and be aware of surroundings at all times.</li> <li>- Be aware of vehicles, maintain vigilance, give warning to others of approaching vehicles.</li> </ul>				
Syringes and medical waste	Volunteers	<ul style="list-style-type: none"> <li>- The Group Leader will conduct a visual site inspection of the routes at the time the road signs are erected.</li> <li>- Volunteers issued litter picking equipment and should never use their hands.</li> <li>- Volunteers should always wear gloves.</li> </ul>	Remain vigilant at all times during the litter pick and end the activity immediately if syringes are found.	Induction Briefing by Group Leader to all volunteers	On the day	



		<ul style="list-style-type: none"> <li>- Volunteers finding syringes should not touch them, but immediately notify the Group Leader who will arrange disposal via the local authority. All work must then cease in this area.</li> <li>- Any accidental piercing by syringe should be immediately treated at medical practice or A &amp; E.</li> </ul>				
Manual handling	Volunteers	<ul style="list-style-type: none"> <li>- Volunteers advised to be aware of their own limitations by the Group Leader during the Induction Briefing and not lift heavy items found during the litter pick.</li> <li>- Volunteers to notify the Group Leader of any large item(s), so that these can be collected by a group of people and a vehicle used to transport the item(s) to the collection point.</li> <li>- Volunteers with pre-existing injuries are not to lift bags or heavy items.</li> <li>- No more than one bag to be carried at a time.</li> </ul>	Group Leader to ensure this is covered in the Induction Briefing delivered ahead of the litter pick starting.	Group Leader	On the day	
Full / multiple refuse sacks left on the roadside, which could be a danger to other road users.	Volunteers Other road users	<ul style="list-style-type: none"> <li>- No more than one bag to be carried at a time.</li> <li>- Volunteers issued with multiple refuse sacks.</li> <li>- Volunteers to leave full refuse sacks at the roadside, away from the road edge to avoid</li> </ul>	Group Leader to ensure this is covered in the Induction Briefing delivered ahead of the litter pick starting.	Group Leader	On the day	



		<p>causing a danger to other road users.</p> <ul style="list-style-type: none"> <li>- Volunteers to notify the Group Leader of the location of the full refuse sacks for collection.</li> <li>- Group Leader to have access to a vehicle to collect full refuse sacks.</li> </ul>				
<p>Fly Tipping</p> <p>Waste too heavy or too high volume – unsuitable for manual handling</p>	Volunteers	<ul style="list-style-type: none"> <li>- Volunteers advised to be aware of their own limitations by the Group Leader during the Induction Briefing and not lift heavy items found during the litter pick.</li> <li>- Volunteers to notify the Group Leader of any large item(s), so that these can be collected by a group of people and a vehicle used to transport the item(s) to the collection point.</li> <li>- Volunteers with pre-existing injuries are not to lift bags or heavy items.</li> <li>- No more than one bag at a time to be carried.</li> <li>- If item(s) too large or voluminous, the Clerk will report to the Local Authority.</li> </ul>	Group Leader to ensure this is covered in the Induction Briefing delivered ahead of the litter pick starting.	Group Leader	On the day	
Dog Fouling	Volunteers	<ul style="list-style-type: none"> <li>- Do not touch dog fouling.</li> <li>- Volunteers to always wear gloves.</li> <li>- If a volunteer steps in dog faeces, clean shoes if possible.</li> </ul>	Group Leader to deliver Induction Briefing on the day.	Group Leader	On the day	



		<ul style="list-style-type: none"> <li>- If found warn others in the vicinity.</li> </ul>			
Hazardous chemicals	Volunteers	Any suspicious drums, materials, or containers with contents not identifiable to be left untouched and Environment Agency Pollution Hotline to be contacted (Tel: 0800 807060).	The Group Leader will conduct a visual site inspection of the routes at the time the road signs are erected.	Group Leader	On the day
Safeguarding concerns	Children and vulnerable adults	<ul style="list-style-type: none"> <li>- All children and any vulnerable adults to be accompanied by responsible adult (parent, carer or teacher) in approved ratios.</li> <li>- No child to be out of sight of a responsible adult.</li> <li>- Where DBS is required for individuals, this is in place.</li> <li>- All staff on site to maintain vigilance where members of the public not participating in the event are using the same public space.</li> <li>- All event volunteers to wear hi-vis tabards to allow easy identification.</li> <li>- In the event of an incident, immediately inform the local Police and any other relevant agencies.</li> </ul>	The Group Leader will check for unaccompanied children and confirm supervision ratios are satisfactory.	Group Leader	On the day
Aggressive dogs	Volunteers	<ul style="list-style-type: none"> <li>- Avoid areas if any evidence of aggressive dogs.</li> <li>- Volunteers to maintain vigilance for dogs off leads.</li> </ul>	None	Group Leader to deliver Induction Briefing on the day.	On the day



		<ul style="list-style-type: none"> <li>- Volunteers NOT to bring their own dogs on the litter pick.</li> <li>- Road signs will advise dog walkers in the area of the litter pick activity.</li> <li>- Children to remain under adult supervision and within sight of adults at all times.</li> <li>- Adopt recommended posture if confronted by a dog – do not look in eyes, look down, do not run, pull limbs into body.</li> <li>- Retreat slowly.</li> <li>- Visit A&amp;E if bitten or attacked.</li> <li>- Report attack to the Police.</li> </ul>				
Not being able to notify anyone of a concern/danger/issue/call 999.	Volunteers	<ul style="list-style-type: none"> <li>- Volunteers to be given the emergency contact number of the Group Leader during the Induction Briefing before they begin.</li> <li>- Volunteers to be advised, in advance, to bring a charged mobile phone.</li> <li>- Wherever possible, volunteers to work in pairs.</li> </ul>	None	Group Leader to deliver Induction Briefing on the day.	On the day	
Emergency	Volunteers	<ul style="list-style-type: none"> <li>- Group Leader to have access to a vehicle to attend volunteers in need/difficulty.</li> <li>- Volunteers to be given the emergency contact number of the Group Leader during the Induction Briefing before they begin.</li> </ul>	None	Group Leader to deliver Induction Briefing on the day.	On the day	





		<ul style="list-style-type: none"> <li>- Volunteers to be advised, in advance, to bring a charged mobile phone.</li> <li>- Wherever possible, volunteers to work in pairs.</li> </ul>				
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**RISK ASSESSMENT CARRIED OUT BY:**

**Name:**

**Signature:**

**Date:**

**Review Date:**