



Stockbridge Parish Council
Risk Assessment for Winton Hill Cemetery and Romsey Road Cemetery

No	Activity	Hazard	Risk	Control	Level	Additional Measures
1	Vehicles Accessing cemetery	Traffic accident	Injury to operatives, member of public and damage to property. Injuries consistent with this type of incident.	Speed limit?	L	Policy to be reviewed annually. Currently the low level of vehicles using the Cemetery means that the risk of an accident is low but this will require monitoring and action taken if needed
2	Grass Cutting	Grass cutting in cemeteries using Pedestrian Mower or strimmer	Injury to operatives Burns,cuts, brusies,damage to hearing, eye damage and broken bones. Dust inhalation. Others being hit by projectiles. Hand and Arm Vibration (white finger)	Instruct Groundsman to fuel mower prior to starting engine. Ensure all safety guards are fitted and working. Use as per manufacturer's instructions. Check site for stones and debris prior to mowing. Groundsman to wear PPE, including ear defenders,gloves and safety glasses. Turn off machine, allow to cool down and then disconnect spark plug before working on the blades or engine. Do not use for longer than the recommended time. Use record sheet to record usage. No glass objects permitted in cemetery.	L	Obtain Groundsman's Risk Assessment for task

	Grass cutting	Grass cutting in cemeteries using strimmer	Injury to Groundsman. Burns, cuts, bruises, damage to hearing, eye damage and broken bones. Dust inhalation. Hand and Arm Vibration (white Finger). Strangulation from loose clothing Injury to visitors being hit by projectiles.	Fuel strimmer prior to starting. Inspect area to be cut and remove any stones, dog faeces etc. If clothes become contaminated remove and bag up until they can be washed. Use as per manufacturer's instructions. Only Groundsman to use machinery. Groundsman to wear PPE, including ear defenders, gloves and safety glasses. Do not use for longer than the recommended trigger time. Use record sheet to record usage. No glass objects permitted in cemetery.	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
3	Memorial inspection	Checking memorials for stability	Injury to staff and public. Back injuries, pain, sprains, strains, musculoskeletal injuries	Groundsman is instructed to note general condition of memorials on every visit. Once every 5 years memorials to be hand checked to ensure stability. Memorial checks to be undertaken by Groundsman plus two members of Parish Council. Unsafe memorials up to 3 feet tall will be supported for up to twelve months to allow owner time to have refixed. Larger memorials require Groundsman plus two members of Parish Council to carry out inspection and if found unsafe stone will be laid down	M	
4	General maintenance	Pruning trees, shrubs, herbaceous borders.	Injury to groundsman or visitors. Cuts, bruises, eye injury, puncture wound, back injury, sprains, strains skin irritation bites and stings.	Groundsman to wear PPE including safety glasses. Safe working area created if using mechanical equipment. Tools to be left safely. Visual inspection of area for evidence of rodent droppings, high number of bees or wasps etc. Groundsman not to disturb vegetation if harmful insects are found. If wasp or bee nest discovered delay operation until finished nesting, or seek specialist assistance in removing or controlling insects. Groundsman to wash hands before carrying out any other tasks or having a break.	L	Groundsman to be immunised against tetanus. Groundsman to be informed of the potential risk of Anaphylactic shock and emergency procedures.

	General maintenance	Weed control	Chemical poisoning Groundsman and visitors.	Weed spraying only to be carried out by Groundsman. Specific safety clothing to be worn when applying chemical. Chemical stored in Groundsman's secure vehicle.	L	Obtain Groundsman's risk assessment
	General maintenance	Operating accident	Injury to Groundsman, cuts, foreign bodies in eyes, ingestion	First Aid Kit, Telephone Emergency Services if necessary, Carry single use eye wash bottles and bottles of soapy water for washing hands	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
	General maintenance	Insect, bee or wasp stings	Possible injury to Groundsman or the public, bites and stings.	?		
5	Hedge cutting	Hedge cutting	Possible injury to Groundsman or visitors, cuts brusies, eye injury, sprains, strains, bites and stings. White finger caused by equipment vibration.	Only Groundsman to use equipment. Always keep both hands on the machine handles. Groundsman to wear PPE including gloves, ear defenders and safety glasses. Groundsman to carry out an inspection of the hedge prior to cutting to ensure there are no bird or insect nests. Long handle hedge cutters to be used on hedges above shoulder height. Equipment to be inspected annually and vibration level recorded. Periodic checks to be carried out on equipment usage to ensure time limits are not being exceeded.	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
6	Mechanical blower	Leaf blowing	Injury to Groundsman. Burns from the hot engine, hearing impairment, eye damage, inhalation of fumes, nausea, hand and arm vibration. Injury to public from flying debris.	Fuel blowers prior to starting. Use as per manufacturer's instructions. Only Groundsman to use machinery. Groundsman to wear PPE, including ear defenders, gloves and safety glasses. Do not use for longer than the recommended trigger time. Use record sheet to record usage. Equipment to be inspected annually for vibration levels. Do not work on slopes when wet and slippery.	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
7	Burning waste	Fire	Injury to Groundsman. Fire Damage to vehicle & property, burns & smoke inhalation	Call Emergency Services. Attempt to extinguish fire if safe to do so. Move vehicle to a place of safety if safe to do so	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?

8	Transport of fuel	Risk of explosions and burns inhalation of fumes causing headache or nausea	Injury to Groundsman	No smoking/naked lights in the vehicle. Powder Fire extinguisher to be carried in vehicle. Use only approved marked containers. Cans not to be stored in cab	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
9	Weather	Sun burn or cold	Sun burn to Groundsman. Groundsman working in cold or wet conditions	Groundsman to wear PPE. Groundsman advised to wear hat in the summer and to use sunscreen. Also advised to drink plenty of fluids. In cold conditions Groundsman advised to take frequent breaks to enable them to warm up.	L	Obtain Groundsman's risk assessment
10	Uneven ground	Falls	Injury to Groundsman or visitors	Notice?		
11	Slippery surface	Falls	Injury to Groundsman or visitors	Notice?		
12	Lone working	Accidents, Aggression or intimidation from others and illness	Personal injury from Minor to Major and Trauma from Intimidation by others	Groundsman to carry a charged mobile telephone to call for assistance	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
13	Cemetery maintenance	Aggression and violence to Groundsman	psychological and physical injuries	Groundsman to carry a charged mobile telephone to call for assistance	L	Obtain Groundsman's risk assessment and confirm first aid kit present. Toolbox talk?
14	Tree falling	Damage or injury	Injury to groundsman or visitors	Groundsman to check stability. Groundsman to carry a charged mobile phone to call for assistance	L	