



Moulsecoomb Forest Garden and Wildlife Project

Risk Strategy

September 2017

The Moulsecoomb Forest Garden and Wildlife Project (MFGWP) and surrounding woods can be a challenging and risky environment.

Our Risk Strategy is designed to make sure that we look out for dangers in the working environment, and to do as much as we can to reduce harm to people by regularly checking the area and our activities (risk assessments), keeping people up to date and making sure everyone understands risk and how to prevent accidents.

It informs how we undertake risk assessments, and should be read in conjunction with our *Health & Safety Policy* and our *Safeguarding Policy and Procedures*

Responsibilities for the management of Health and Safety risks, and safeguarding of all those involved in, attending or visiting the project are divided along the following lines.

1. Overall responsibility for health and safety at all events and activities organised by the Moulsecoomb Forest Garden and Wildlife Project lies with the Trustees.
2. This responsibility is delegated to the Project Manager who is responsible for the day-to-day implementation of the policy, for recording all incidents and reporting serious accidents or near misses to the Trustees.
3. The Project Manager is responsible for ensuring that risk assessments are in place throughout the organisation and reviewed annually.

The MFGWP is responsible for:

1. Drafting and supplying an updated risk assessment of the allotment site (including Queensdown Woods) to those responsible for bringing children, vulnerable adults and any other visitors to the site.
2. Ensuring that all workers and volunteers are fully aware of the risk assessment, and how to minimise those risks as far as possible.
3. Ensuring that all workers and volunteers are properly aware of and, where appropriate, trained in respect of relevant Health and Safety issues.
4. Ensuring that a named person trained in first aid is at the site whenever it is open
5. Ensuring that staff and volunteers who come into contact with children or vulnerable adults have had an enhanced DBS check; and that all Trustees must have an enhanced DBS check.
6. Ensuring visitors are aware of the site's hazards.



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Lone working

We include lone working in our risk assessments, including personal safety and communication if working alone on site; and working alone with a vulnerable person, to maintain safety and integrity on both sides.

Third parties

We require schools and all other organisations to carry out their own risk assessments and take overall responsibility for those in their care.

People (responsible adults) who bring children, vulnerable adults or other visitors to the site are responsible for:

1. Taking account of the detail of the site risk assessment provided by the MFGWP
2. Providing an induction to all new persons visiting the site, familiarising them with any site rules and relevant issues relating to risk
3. Carrying out a risk assessment in respect of those risks faced by the group of persons they are proposing to bring to the site
4. Carrying out a risk assessment of the extent to which any individual that they are proposing to bring to the site might pose a risk to any other people who maybe at the site including children, vulnerable adults, workers and volunteers.

We will keep risk assessments up to date, with at least an annual review of risk strategy and assessments; as well as a risk review in case of significant changes to the site or its activities.

Signed by Project Manager and Trustees

Julie Shergold
Treasurer

Duncan Graham Cameron
Company Secretary

Susie Howells
Chair

Warren Carter
Project Manager

Date **21 September 2017**