



Prepared by Andrew Taylor, Health & Safety Advisor, and approved by the RCA Committee.

**Please DO NOT park on Ashworth Road. Gates MUST be closed.**

### TASK

- Cutting back over hanging low-level branches which may scratch members cars.
- Cutting back low-level shrubs and grasses that have grown within the confines of the compound.
- Burning vegetation that has been cut back.

### SCOPE

This Risk Assessment relates to cutting back low-level vegetation accessible at ground level only. Working at height or tree felling DOES NOT form part of this Risk Assessment. Do not attempt to carry out work at height or tree felling. If required specialist contractors will be employed.

### FIRE PRECAUTION

Sparks/cinders from any fire may cause puncture damage to the black plastic wrapping of the straw bales within the compound. RCA will be liable for any damage caused to the property belonging to the local farmer, Alistair Rowley. Use all necessary precautions to prevent damage to the bales.

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### LOCATION



### LOCATION REFERENCES

Reference	To the Gate	To the Compound
Postcode	OL11 5UP	NA
What3Words	///brain.ally.people	
Google Earth & Sat Nav		
OS Land Ranger		SD 84820 13068



## RISK ASSESSMENT

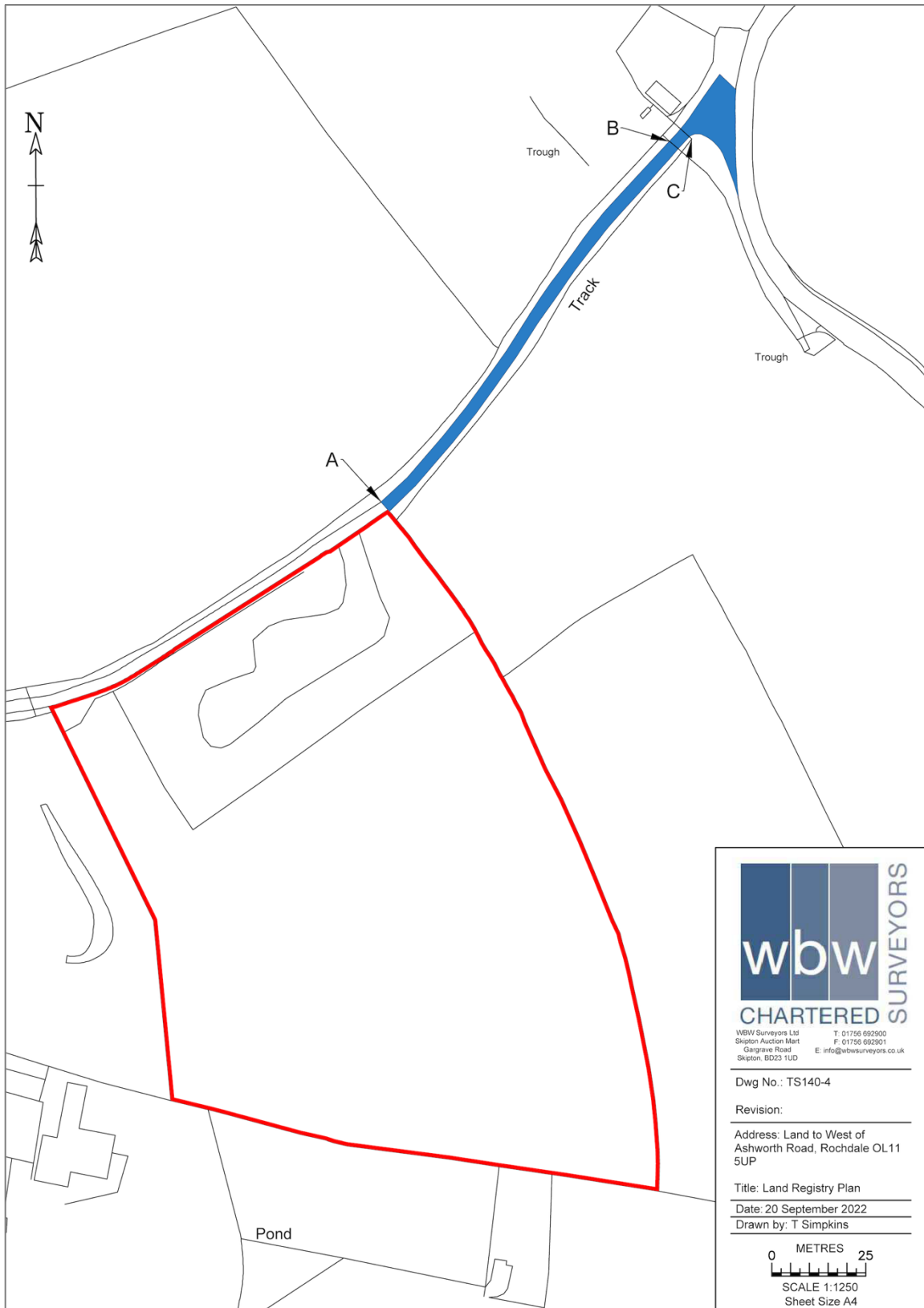
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#### ACCESS TO NEW LAND

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## RISK ASSESSMENT

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#### DOES THE HEALTH AND SAFETY AT WORK ACT APPLY TO RCA?

Under criminal law, the *Health and Safety at Work Act* only applies to employers, employees and the self-employed. Rochdale Company of Archers Limited (RCA) is a Community Amateur Sports Club (CASC) and the club is run entirely by volunteers, therefore the *HSAW Act* does not apply.

Under civil law the act also imposes a duty of care towards the **public** and **volunteers** therefore all members of RCA have a **duty of care** to anyone affected by their actions or inactions.

#### RISK LEVEL ASSESSORS






The following risk level matrix may be used to quantify the level of risk by a specific hazard.

Foreseeable risks must be rated by their likelihood of occurrence and their potential to cause harm, and both are rated 1-5. The product of these two values gives the level of risk.





It is understood and accepted that no activity can be completely free of risk.

#### RISK RATING MATRIX

	LIKELIHOOD				
SEVERITY	1 Rare	2 Unlikely	3 Possible	4 Likely	5 Certain
5 Catastrophic	5 Moderate	10 Moderate	15 High	20 Critical	25 Critical
4 Major	4 Low	8 Moderate	12 Moderate	16 High	20 Critical
3 Moderate	3 Low	6 Moderate	9 Moderate	12 Moderate	15 High
2 Minor	2 Very Low	4 Low	6 Moderate	8 Moderate	10 Moderate
1 Insignificant	1 Very Low	2 Very Low	3 Low	4 Low	5 Moderate

<b>RISK ASSESSMENT</b>									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Vehicle congestion 	Serious Injury	RCA Public	2	3	6	<ul style="list-style-type: none"> <li>Minimise number of vehicles</li> <li>Vehicles will be parked with consideration for others</li> <li>Consideration will be given to access for emergency vehicles</li> <li>Consideration will be given for local residents</li> <li>The access track is a public footpath, do not block the track for walkers</li> </ul>	1	3	3
Vehicle emissions 	Serious Injury	RCA Public	2	3	6	<ul style="list-style-type: none"> <li>Minimise number of vehicles</li> <li>Minimise vehicle idling</li> </ul>	1	3	3
Electrocution 	Death or Serious Injury	RCA	5	5	25	<ul style="list-style-type: none"> <li>The electricity supply chamber within the compound has not been inspected by an electrician</li> <li>Until such time as this has been inspected and declared safe, the electricity supply chamber is OUT OF BOUNDS</li> </ul>	1	5	5
Fall from height 	Death or Serious Injury	RCA	3	5	15	<ul style="list-style-type: none"> <li>Work at Height is strictly FORBIDDEN</li> </ul>	1	5	5
Slips, trips, and falls 	Serious or Minor Injury	RCA	3	3	9	<ul style="list-style-type: none"> <li>During the clearing the compound and adjacent track all areas will be regarded as containing trip hazards</li> <li>All participants must wear suitable footwear - boots or wellingtons</li> <li>Always plan your route on the site with appropriate due care and attention</li> </ul>	1	3	3
Manual handling	Muscular Skeletal Disorder	RCA	3	4	12	<ul style="list-style-type: none"> <li>All tasks for clearing the compound of trip hazards will involve manual handling</li> <li>Never undertake a task if you feel it is beyond your own abilities</li> </ul>	2	4	8



RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
						<ul style="list-style-type: none"> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>			
Aggravation of previous injury 	Serious or Minor Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>Volunteers with previous injuries must work only within their own personal capabilities</li> <li>Never undertake a task beyond your own capability</li> </ul>	2	4	8
Fire 	Death or Serious Injury	RCA Public	5	5	25	<ul style="list-style-type: none"> <li>All cut vegetation will be destroyed by a local fire</li> <li>The fire will be maintained to be no larger than is necessary</li> <li>The compound will always have a fire extinguisher to put out fire that grows too large</li> <li>Fire Extinguisher will frequently be visually checked</li> </ul>	2	5	10
Treatment of all injuries 	All Injuries Cut wounds from tools Puncture wounds from thorns	RCA	3	4	12	<ul style="list-style-type: none"> <li>All volunteers will be at risk of cuts and scratches</li> <li>Wear gloves suitable for the task, lightweight gloves for small tasks, heavyweight gloves for protection from thorns</li> <li>First Aiders will be on site</li> <li>A First Aid Kit suitably stocked with appropriate materials will be available</li> <li>Seek medical care at A&amp;E</li> </ul>	1	4	4
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## RISK ASSESSMENT

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#### TOOLS

The vegetation cutting is equivalent to domestic gardening. Domestic hand and battery powered gardening tools will be used. Chainsaw use is NOT PERMITTED.

#### PERSONAL PROTECTIVE EQUIPMENT

The following PPE is highly redocumented:

- Strong work boots or wellingtons.
- Gloves suitable for the task - lightweight gloves for small tasks requiring maximum dexterity, strong, heavyweight gloves for protection from thorns.
- Overalls or old clothing.

#### TRAINING & QUALIFICATIONS

No special training or qualifications required.

#### NEAREST A&E

**Fairfield General Hospital** - 2.4 miles - 7 minutes - Open 24 hours

Rochdale Old Road, Bury, Lancashire, BL9 7TD

T: 0161 624 0420

#### DIRECTIONS TO NEAREST A&E

Head south-west on Ashworth Road

0.9 mi     Sharp right onto Bury and Rochdale Old Road/B6222

1.4 mi     Turn left onto Rough Hill Lane

246 ft     at the roundabout, take 2nd exit onto Jericho Road

207 ft     Turn left

Destination will be on the left

#### EMERGENCY ARRANGEMENTS

Provide First Aid where appropriate using the First Aid materials from the First Aid Box. Report any shortages to the Health & Safety Advisor - [hands@rochdalearchers.com](mailto:hands@rochdalearchers.com).

All accidents must be reported on the RCA Accident Report form. Forms are available in the range and on the RCA website.

Pass completed forms to the Safeguarding Officer or Secretary.

The Safeguarding Officer will assess whether the accident should be reported to Archery GB.

All incidents/accidents will be investigated by the Committee and recorded in the Meeting Minutes.

END.