



West Berkshire
Countryside Society

WBCS – COVID 19 outdoor working

Risk Assessment

Plus recommendations and safe practice notes.

Based on HSE COVID guidance – outdoor working v3 24 June 2020

For all headings “Those at risk” are the volunteers and the public

First draft of this doc. 29th June 2020 CG Updates on 3/7/2020

Prepared by
CG

Reviewed by
TM. NM. CS. RGS.

Date
July 3 2020

Hazards	Control measures and good practice when working with COVID on sites	Risk Assessment. Action needed
The principle hazard is the Risk of Infection with Coronavirus either by - 1. person to person transmission and face to face meeting or 2. contact with contaminated surfaces	<ul style="list-style-type: none"> <input type="checkbox"/> Ensure that a COVID risk assessment has been carried out and the findings communicated to participants and the public <input type="checkbox"/> Need to minimise contact with the public <input type="checkbox"/> Selection of sites and tasks for the restart will depend on the ease of applying the controls set out below 	
Person to person contact Situations when infection can occur.: -	<ul style="list-style-type: none"> <input type="checkbox"/> Principle control measures are maintaining social distance (SD), reducing face to face working and regular washing/sanitising <input type="checkbox"/> 	<i>Buy sanitising kit(s) , wipes, dispenser bags to take wipes</i>
Arrival on site	<ul style="list-style-type: none"> <input type="checkbox"/> The advice is - no car sharing unless from same household. <input type="checkbox"/> Maintain SD when arriving on site <input type="checkbox"/> Identify location of washing/sanitising kit 	<i>Have sanitising kit available</i>
Briefing	<ul style="list-style-type: none"> <input type="checkbox"/> Observe SD – horseshoe or circle <input type="checkbox"/> Call a register – no sharing of pens etc. <input type="checkbox"/> Check contact phone number is listed 	<i>Make sure register is up to date</i>
Reducing person to person contacts	<ul style="list-style-type: none"> <input type="checkbox"/> Set up work zones to reduce movement and achieve max separation of workers. <input type="checkbox"/> Prefer side by side rather than face to face <input type="checkbox"/> Possible one-way routes around sites to reduce face to face contact. <input type="checkbox"/> Need for SD still applies 	<i>Markers may be needed to set out work zones</i>
PPE	<ul style="list-style-type: none"> <input type="checkbox"/> Use of PPE – hard hats, eye shields <input type="checkbox"/> Gloves are NOT issued Face masks optional. <input type="checkbox"/> Power tool PPE not shared 	<i>Buy extra kit – harness, hard hat, face screen and muffs</i>
Unloading/loading tools and equipment	<ul style="list-style-type: none"> <input type="checkbox"/> Recommend only one person to load and check tools into baskets – drivers only to load or unload their vehicles 	
Breaks – eating and drinking	<ul style="list-style-type: none"> <input type="checkbox"/> Most likely point when SD collapses. <input type="checkbox"/> Need to sanitise/wash hands before eating <input type="checkbox"/> No food or drink provided – bring your own. 	
Accidents and other incidents	<ul style="list-style-type: none"> <input type="checkbox"/> COVID Guidance - First aid can be rendered following an following an accident or incident even if SD is compromised. 	
Signage	<ul style="list-style-type: none"> <input type="checkbox"/> Signage maybe needed to inform volunteers and or public of COVID working arrangements 	<i>Decide on signs?</i>

Hazards	Control measures and good practice when working with COVID on sites	Risk Assessment. Action needed
2. Contact with contaminated surfaces	Tools- the handling, sanitising, and sharing of tools	
Sanitizing tools and equipment	<ul style="list-style-type: none"> <input type="checkbox"/> Need to sanitise handles, need to supply sanitising kit – wipes, sprays and brushes to clean tools with <input type="checkbox"/> Sanitizing at the end of a working session. <input type="checkbox"/> This would provide a weekly sanitise to most tools notwithstanding some of the specific instructions listed with sanitising products <input type="checkbox"/> Sanitising is mandatory if tools are swapped during the task period <input type="checkbox"/> If tools are stored unused for a week, we understand that the potential contamination will have dissipated. 	<p><i>Need to buy sanitising kit</i></p> <p><i>Need to check the science on contamination timings</i></p>
Handling and sharing	<ul style="list-style-type: none"> <input type="checkbox"/> Reduce the risk by not sharing tools <input type="checkbox"/> Reduce risk by wearing gloves <input type="checkbox"/> Numbering of tools to avoid inadvertent shared use 	

VOLUNTEER WELFARE

- **Health issues**
- We would ask that anyone with health problems or is listed as vulnerable, does not attend until such time as they are no longer at risk to themselves or others. As a group our task leaders are not medically trained and are not in a position to advise on risks to the health of individuals participating in our tasks
- **ICE**
We need to ensure that volunteers attending have registered and have updated their ICE phone numbers
- **Self-isolating members.**
Ideally, we should maintain contact with self-isolating members of the group to encourage and support their return when it is safe to do so.
- **New members**
Initially we feel that we cannot induct new members with these, new, unfamiliar constraints on our ways of working. Hopefully, we can welcome them in the future
- **Communicate and review**
We should agree ways of communicating these risk assessments to the volunteers.
We should review these RA documents in the light of working with these new controls.
- *(We need to resolve how we would respond to a request for “track and trace” information if one of our attendees becomes infected)*