

# Allotment Site – Risk Assessment



**Site Location** Great Blakenham

**Date** July 2025

**Review Date** July 2026

**Purpose** To identify and reduce risks to allotment holders, volunteers, and visitors on the site

## 1. Hazard Identification and Risk Assessment

Hazard	Who Might Be Harmed	Potential Consequences	Initial Risk Level	Control Measures	Residual Risk
Slips, trips, and falls	All site users	Minor to serious injury (bruises, sprains, fractures)	Medium	- Maintain clear, even paths- Remove trip hazards (tools, hoses)- Wear sturdy footwear	Low
Manual handling (lifting compost bags, tools, water containers)	Plot holders, volunteers	Muscle strain, back injury	Medium	- Train in proper lifting technique- Use wheelbarrows or shared trolleys- Don't overload containers	Low
Use of tools (spades, forks, shears, trimmers)	Plot holders, volunteers	Cuts, puncture wounds, repetitive strain	Medium	- Use tools in good condition- Store safely- Supervise children- Wear gloves	Low
Pesticide/chemical use	Users, wildlife, nearby plots	Poisoning, skin/eye irritation, environmental harm	High	- Use organic/non-toxic alternatives where possible- Follow COSHH guidelines- Store chemicals safely- Label clearly	Low
Sun exposure/heat exhaustion	All users	Sunburn, dehydration, heat stroke	Medium	- Encourage hydration- Wear hats/sunscreen- Provide shaded rest area	Low
Infection from soil (e.g., tetanus, leptospirosis)	Gardeners, children	Illness from contact with contaminated soil or animal waste	Medium	- Wear gloves- Wash hands after gardening- Keep up-to-date with tetanus vaccination	Low
Wildlife/pests (wasps, rats, foxes)	All users	Bites, stings, contamination	Low to Medium	- Secure compost bins- Avoid attracting pests (cover food waste)- Educate users on safe response	Low

Hazard	Who Might Be Harmed	Potential Consequences	Initial Risk Level	Control Measures	Residual Risk
Fire risk (bonfires, tool sheds)	All users	Burns, smoke inhalation, property damage	Medium	- Restrict or ban bonfires- Keep water nearby- Maintain safe storage of fuel/tools	Low
Children on site	Children	Injury due to lack of awareness, tool contact, water hazards	High	- Require adult supervision- Designate safe areas- Educate on site safety	Low
Water butts/ponds	Children, pets	Drowning risk, contamination	Medium	- Cover water containers securely- Ensure ponds are shallow and fenced	Low

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## 2. Personal Protective Equipment (PPE) Recommended

- Gardening gloves
  - Sturdy footwear (boots or shoes with grip)
  - Hat and sunscreen (in summer)
  - Long sleeves/trousers (to protect from cuts, sun, and insects)
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## 3. Emergency Procedures

- **First Aid:** Ensure a first aid kit is accessible or all users are informed where one is kept
  - **Contact Information:** Display emergency contact numbers clearly on site
  - **Incident Reporting:** Maintain a simple incident log book or reporting system
  - **Fire:** Know the location of water sources; do not store flammables in shared sheds
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## 4. Additional Recommendations

- Conduct an annual site safety inspection
  - Provide new plot holders with a safety induction
  - Promote community awareness of site rules and safety practices
  - Encourage shared responsibility for keeping the site tidy and safe
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