

# Site risk assessment record

Berkshire  
Buckinghamshire  
Oxfordshire



|                              |                                       |                                  |   |
|------------------------------|---------------------------------------|----------------------------------|---|
| <b>Location:</b> Paices Wood | <b>Date of assessment:</b> 04/05/2016 | <b>Nearest postcode:</b> RG7 4PG | <b>Main entrance OS Grid Ref :</b> SU 590 635 |
|------------------------------|---------------------------------------|----------------------------------|---|

| Hazards/hazardous events   | Who is affected?      | Typical outcome   | Precautions   | Risk Level<br>LxH=RL                 |
|--|-----------------------|---|---|--------------------------------------|
| Uneven ground due to roots, stones and muddy paths causing slips, trips or falls                                 | Public. BBOWT workers | Bruises, sprains, minor cuts and grazes                 | <ul style="list-style-type: none"> <li>Warn of uneven ground to group.</li> <li>Take care of footing, wear suitable footwear</li> </ul>   | Likely x Slight harm = <b>slight</b> |
| Thorny bushes (esp gorse) along paths and in work areas.   | Public. BBOWT workers | Cuts and grazes, Puncture wounds, eye damage            | <ul style="list-style-type: none"> <li>Provide safety glasses if working in thorny area.</li> </ul>   | Likely x harmful = <b>moderate</b>   |
| There are several public footpaths and a bridleway together with a number of waymarked routes and informal paths | Public. BBOWT workers | Injury to passer by from conservation work taking place | <ul style="list-style-type: none"> <li>Warn people working on site and put up suitable signs when work is being done.</li> </ul>  | Unlikely x harmful = <b>slight</b>   |
| Dead branches in trees. Dead standing trees – risk of falling down   | Public. BBOWT workers | Head injuries, cuts and bruises                         | <ul style="list-style-type: none"> <li>Conform to COP 31 Tree safety assessment on areas that BBOWT is responsible for (none at Paices Wood).</li> <li>Ensure any areas worked in are checked for dangerous trees.</li> <li>No work should be carried out in high winds.</li> <li>Notify landowner and WBC of dangerous trees.</li> </ul> | Unlikely x harmful = <b>slight</b>   |
| Irritable and poisonous plants such as bracken and Fungi.  | Public. BBOWT workers | Spores are Carcinogenic. Poisoning from ingestion       | <ul style="list-style-type: none"> <li>Do not work in bracken infested areas in July/August/September.</li> <li>Do not eat fungi, berries or other plant material.</li> <li>Wash hands after handling such material</li> </ul>  | Unlikely x harmful = <b>slight</b>   |
| Stings from bees, wasps or hornets   | Public BBOWT workers  | Allergic reaction to stings                             | <ul style="list-style-type: none"> <li>Be aware of any nests close by and do not get too close.</li> <li>All volunteers / staff should declare any known allergic reactions</li> </ul>  | Unlikely x harmful = <b>slight</b>   |

|             |             |             |              |
|-------------|-------------|-------------|--------------|
|             | Slight harm | Harmful     | Very harmful |
| Unlikely    | Trivial     | Slight      | Moderate     |
| Likely      | Slight      | Moderate    | Substantial  |
| Very likely | Moderate    | Substantial | Intolerable  |

|  |   |  |  |  |
|--|---|--|--|--|
| Proximity to highway and car parks   | BBOWT workers (incl contractors). motorists | Injury from contact with vehicles, or causing RTAs | <ul style="list-style-type: none"> <li>No work carried out by staff with a chance of impacting on the highway.</li> <li>Use only certified contractors.</li> <li>Use high viz jackets and sign appropriately when working in or around the main car parks.</li> </ul>  | Unlikely x very harmful = <b>moderate</b>  |
| There are small areas of heath and grassland, dry heathland sites are candidates for fire, through accidental ignition or arson. | Public. BBOWT workers                       | Burns or smoke inhalation                          | <ul style="list-style-type: none"> <li>Work party bonfires must be closely monitored, and never lit in high winds or summer.</li> <li>Inform Fire Control <b>0118 945 2888</b> prior to lighting bonfire on site.</li> <li>Where practical fire breaks should be considered and then maintained short.</li> <li>Advisory notices are an option if arson/campfires are seen.</li> </ul> | Likely x very harmful = <b>substantial</b> |
| Adders are known from this reserve.  | Public. BBOWT workers                       | Infected bites, allergic reaction                  | <ul style="list-style-type: none"> <li>Notify groups working of presence.</li> <li>Wear suitable clothing/boots when in heath</li> </ul>   | Unlikely x harmful = <b>slight</b>         |
| There are steps and small sections of boardwalk/bridge in the reserve  | Public. BBOWT workers                       | Slips, trips, falls                                | <ul style="list-style-type: none"> <li>Advise workers of potential hazard</li> </ul>   | Unlikely x harmful = <b>slight</b>         |
| There are 7 deep, steep sided lakes on the reserve and a number of small waterfalls/outfalls.                                    | Public. BBOWT workers                       | Drowning, falls, getting stuck                     | <ul style="list-style-type: none"> <li>Advise any workers in the area to be aware of the steep sided, deep lakes.</li> <li>Do not carry out work near these 7 lakes, without specific precautions (eg throw lines, buoyancy aids etc)</li> </ul>   | Unlikely x very harmful = <b>moderate</b>  |
| Ticks are known from bracken-rich parts of the reserve   | Public. BBOWT workers                       | Infected bites or at worst Lyme's Disease          | <ul style="list-style-type: none"> <li>Long Trousers and sleeves should be worn in season.</li> <li>Carry tick removal tool on person or with First Aid kit.</li> <li>Check body over after visit esp waist, legs, armpits.</li> <li>Remove tick with a twist with a tick removal tool, but ensure all mouthparts come free, if in doubt visit GP.</li> <li>Advise groups.</li> </ul>  | Unlikely x harmful = <b>slight</b>         |

|             |             |             |              |
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|--|---|---|--|------------------------------------|
| Dog faeces are present near main access points, the site is widely used by dog walkers.                                | Public BBOWT workers                            | Disease such as Toxicara                            | <ul style="list-style-type: none"> <li>• Notices are in place.</li> <li>• Dog bin at main entrance point.</li> <li>• Warn groups about presence of faeces, urge vigilance.</li> <li>• Conform to CoP 15</li> </ul> | Likely x harmful                   |
| Wild animals' (incl rats') dung/urine, and dirty water may be present with the possibility of water borne disease      | Public. BBOWT workers                           | Illness with leptospirosis or Weil's disease        | <ul style="list-style-type: none"> <li>• Inform workers or groups to practice good personal hygiene, esp prior to eating.</li> <li>• Conform to CoP 15</li> </ul>  | Unlikely x harmful = <b>slight</b> |
| Motorbikes and unauthorised vehicles have been known to use open areas of heath and woodland areas.                    | Public. BBOWT workers                           | Injury from contact, or confrontation with rider    | <ul style="list-style-type: none"> <li>• For Motorcycles and vehicles, avoid confrontation, be aware of noise, phone police,</li> <li>• Liaise with WBC, landowner and police</li> </ul>                           | Unlikely x harmful = <b>slight</b> |
| Antisocial behaviour including camping, parties, drug taking, arson, hunting with dogs have all occurred on this site. | Public. BBOWT workers                           | Injury from confrontation, burns, smoke inhalation. | <ul style="list-style-type: none"> <li>• Avoid confrontation, call police if suspect criminal activity.</li> <li>• Call Fire Brigade if arson or wildfire.</li> </ul>  | Unlikely x harmful = <b>slight</b> |
| Algal blooms such as blue-green algae (cyanobacteria)  | Public (specifically dog owners), BBOWT workers | Illness if ingested; skin irritation.               | <ul style="list-style-type: none"> <li>• Do not undertake work in affected lakes/ponds.</li> </ul>   | Unlikely x harmful = <b>slight</b> |
| Flytipping occurs in the main car park and on the access road.   | Public. BBOWT workers                           | Cuts or disease from contact with refuse            | <ul style="list-style-type: none"> <li>• Contact WBC Waste team to arrange for collection.</li> <li>• If hazardous, EA should be notified.</li> <li>• Liaise with WBC waste team.</li> </ul>                       | Unlikely x harmful = <b>slight</b> |

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| <b>Nearest telephone (landline):</b><br>Youngs Industrial Estate | <b>Emergency telephone number</b><br>999 or 112 |  |
|--|---|--|

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|---|--|--|--|
| <p><b>Nearest A&amp;E department:</b><br/>Royal Berkshire Hospital A&amp;E,<br/>London Road, Reading, RG1<br/>5AN<br/>Tel: 0118 322 7020</p> <p>Basingstoke &amp; North Hants<br/>Hospital Aldermaston Rd,<br/>Basingstoke<br/>RG24 9NA<br/>Tel: 01256 473202</p> <p>Minor Injuries – West Berks<br/>Community Hospital Rookes<br/>Way, Thatcham, RG18 3AS<br/>Tel: 01635 273 300</p> | <p><b>Type of access for emergency services (delete as appropriate)</b></p> <p>Pedestrian 2WD 4WD Air</p> <p>Depending on location</p> | <p><b>Access point/route for emergency services from road:</b></p> <p>Vehicular access is possible from the main car park, top car park and Industrial Estate (see map).</p> |  |
| <p><b>Assessment undertaken by:</b><br/>Simon Barnett</p>   | <p><b>Position:</b><br/>Countryside Officer</p>  | <p><b>Manager confirming assessment:</b><br/>Alex Cruickshank</p>  | <p><b>Date for revision:</b><br/>July 2017</p> |

| Work identified from site risk assessment  | By whom                                 | Date completed |
|--|---|----------------|
| Ensure safety notices are posted (tree work, path works, ,contractors machinery present) | Reserves staff/ contractors             | As required    |
| Task/work party leaders convey relevant information to participants                      | Reserves staff/Volunteer Reserve Warden | As required    |

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This checklist is designed to assist in the production of Site Risk Assessments. For those hazards present, more specific information should be provided, e.g. location within site and precautions required entered on SRA form. **This list is not comprehensive. Map is located in reserves office.**

| No. | Risk  | Present |    | Recorded on map |
|-----|---|---------|----|-----------------|
| 1   | Steep slopes and banks  | Yes     |    | 1, various      |
| 2   | Drowning risk – deep water [pools, streams, rivers]                 | Yes     |    | 1, various      |
| 3   | Fall hazards – rock outcrops, buildings, building foundations       |         | No |                 |
| 4   | Areas liable to flooding  | Yes     |    | Various         |
| 5   | Areas of permanent soft ground                                      | Yes     |    | Various         |
| 6   | Areas of soft ground following rain                                 | Yes     |    | All             |
| 7   | Uneven path / track surfaces  | Yes     |    | All             |
| 8   | Uneven ground   | Yes     |    | All             |
| 9   | Remote areas  | Yes     |    | Various         |
| 10  | Dry weather fire hazard – heath, scrub, grass                       | Yes     |    | 2               |
| 11  | Sun exposure – poor shade - burn / dehydration                      | Yes     |    | various         |
| 12  | Site used for walking [Inc dogs]                                    | Yes     |    | All             |
| 13  | Children playing  | Yes     |    | All             |
| 14  | Site used for horse riding  | Yes     |    | 3               |
| 15  | Site users include people with mobility problems                    | Yes     |    | Various         |
| 16  | Site history of abuse [drunks, vandals, drugs, needle stick injury] |         | No |                 |
| 17  | Site history of staff and/or volunteer intimidation                 | Yes     |    | Various         |
| 18  | Fly-tipping   | Yes     |    | 4, various      |
| 19  | Unauthorised and/or authorised shooting [i.e. poaching/stalking]    |         | No |                 |
| 20  | Unauthorised vehicles [cars and motorbikes]                         | Yes     |    | Various         |
| 21  | Difficult or restricted access / egress [esp. for heavy plant]      | Yes     |    | Various         |
| 22  | Authorised vehicles   | Yes     |    | Various         |
| 23  | Areas inaccessible to vehicles                                      | Yes     |    | various         |
| 24  | Former landfill site  |         | No |                 |
| 25  | Proximity to public highway   | Yes     |    | 5               |
| 26  | Proximity to Public Rights of Way                                   | Yes     |    | 6               |
| 27  | Overhead service lines  |         | No |                 |
| 28  | Underground service lines   | Yes     |    | various         |
| 29  | Barbed wire   |         | No |                 |
| 30  | Personal hygiene facilities   |         | No |                 |
| 31  | Poisoning from blue / green algae                                   | Yes     |    | 1               |
| 32  | Exposure to bracken [ carcinogenic spores] (see CoP 15)             | Yes     |    | Various         |
| 33  | Puncture wounds [blackthorn / hawthorn]                             | Yes     |    | Various         |
| 34  | Wild parsnip burns  |         | No |                 |
| 35  | Giant hogweed burns (see CoP 15)                                    |         | No |                 |
| 36  | Poisonous berries   |         | No |                 |
| 37  | Poisonous fungi   | Yes     |    | All             |
| 38  | Standing dead wood  | Yes     |    | All             |
| 39  | Risk of Weils' disease (see CoP 15)                                 | Yes     |    | All             |
| 40  | Site known for wasps  | Yes     |    | Various         |
| 41  | Site known for bees   | Yes     |    | Various         |
| 42  | Site known for hornets  | Yes     |    | Various         |
| 43  | Site known for adders   | Yes     |    | 7               |
| 44  | Site known for stray dogs   | Yes     |    | Various         |
| 45  | Site known for ticks [Lyme disease] (see CoP 15)                    | Yes     |    | All             |
| 46  | Site known for allergens [pollen / spores]                          | Yes     |    | All             |
| 47  | Injury to pregnancy – exposure to lambs [listeria, chlamydia]       |         | No |                 |

# Paices Wood SRA 2015 SU 590635

