

FrEP Standing RA		
Assessors Names: Ian Milne	Assessment Date: Standing RA	Review Date: Jan 2026 Updated 2 Jun 2025
Area: Easebourne Park and village environs	Identify People at Risk: FrEP Volunteers	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom? (Full Name)	Action by when?
Lack of information and awareness	Volunteers not knowing safety procedures or who first aiders are or location of first aid kit.	<p>Prior to the tidy-up taking place, all volunteers should be given a Briefing and Safety Talk, covering the any risks and general information about correct use of the equipment, any particular issues to be aware of regarding the site, muster points etc.</p> <p>Event Organiser to take a roll-call/attendance register prior to tidy-up taking place.</p>	None	FrEP Committee member	On the day
Use of battery powered tools	Volunteers	<p>Only suitable trained and briefed volunteers are to be permitted to handle battery-powered tools. A safety manual has been created and this must be read and understood in conjunction with the tool manual. Once volunteers are "read-in" and content to proceed, the volunteer must sign a sheet stating they have been trained and are content to use these battery-powered tools. Specifically:</p> <ul style="list-style-type: none"> <li>Do not use a power tool if you have not received training.</li> <li>Always read the instruction/user manual and ensure you are fully conversant with the equipment before attempting to operate it.</li> </ul>	Before a volunteer uses a battery-powered tool, check that they have been suitably trained.	Electric power tool qualified FrEP Committee Member.	On the day

		<ul style="list-style-type: none"> <li>• Electrical components can produce sparks therefore do not work in an easily combustible or explosive environment</li> <li>• Never use damaged equipment.</li> <li>• Before use undertake a visual inspection for obvious problems, such as cracked casings or loose fittings.</li> <li>• Never leave this equipment unattended. Always lock a machine in a safe area when not in use .</li> <li>• Always remove the battery during work stoppages, transport, storage, maintenance or repair .</li> <li>• If a machine does not work do not try and mend it yourself.</li> <li>• Wear appropriate PPE clothing when using power tools including robust footwear.</li> </ul>			
Safeguarding children	Children and vulnerable adults	<ul style="list-style-type: none"> <li>• All children up to the age of 18 and any vulnerable adults to be accompanied by responsible adult (parent, carer or teacher) in approved ratios</li> <li>• No child to be out of sight of a responsible adult</li> <li>• All staff on site to maintain vigilance where members of the public not participating in the event are using the same public space</li> <li>• All event volunteers to wear event tabards to allow easy identification</li> <li>• In the event of an incident, immediately inform the local Police and any other relevant agencies</li> <li>• <b>Full FrEP safeguarding policy exists.</b></li> </ul>	<p>Check for unaccompanied children and confirm supervision ratios are satisfactory. We use the NSPCC ratios as a guide:</p> <p>0 - 2 years - <b>1 adult to 3 children.</b></p> <p>2 - 3 years - <b>1 adult to 4 children.</b></p> <p>4 - 8 years - <b>1 adult to 6 children.</b></p> <p>9 - 12 years - <b>1 adult to 8 children.</b></p>	FrEP Ctte member	On the day

			13 - 18 years - <b>1 adult to 10 children.</b>		
Aggression/abuse from members of the public	Risk of conflict with member of the public	<ul style="list-style-type: none"> <li>• Organiser to brief volunteers on how to avoid confrontation – approach members of the public in a non-aggressive way if wishing to challenge their behaviour e.g. littering or dog fouling and do not approach people alone.</li> <li>• Do not trespass onto private property whilst litter picking.</li> </ul>	Report any incidents to a FrEP Ctte member	FrEP Ctte member	On the day
Extreme Weather	Volunteers risk sunstroke, sunburn, dehydration and heat exhaustion due to <b>hot weather</b>	<ul style="list-style-type: none"> <li>• Access to First Aid kit</li> <li>• Volunteers advised to dress appropriately for weather conditions. Gloves to be worn on all occasions.</li> <li>• Advise volunteers to take regular breaks and seek shade if necessary.</li> <li>• Volunteers advised to wear sun hats and sun cream, re-apply as needed.</li> <li>• Volunteers to have access to water and advised to drink plenty.</li> </ul>	<p>If under 18's are present parent or guardian must supervise closely.</p> <p>Organiser to shorten event duration due to conditions.</p> <p>Organiser to cancel event if weather is extreme.</p>	FrEP Ctte member	On the day
	Volunteers risk discomfort from <b>cold weather</b> , wind and rain.	<ul style="list-style-type: none"> <li>• Access to First Aid kit</li> <li>• Volunteers instructed to wear warm and waterproof clothing, thick socks and sturdy boots</li> <li>• Volunteers instructed to avoid areas where debris could come loose, i.e. trees, poorly maintained structures in high winds</li> <li>• If lightning occurs, workers and volunteers are instructed to cease using litter pickers and stop the event.</li> </ul>	<p>If under 18's are present parent or guardian must supervise closely.</p> <p>Organiser to shorten event duration due to conditions.</p> <p>Organiser to cancel event if weather is extreme.</p>	FrEP Ctte member	On the day

		<ul style="list-style-type: none"> <li>Volunteers instructed to warm up and stretch prior to event during cold weather and to pay particular attention not to overexert themselves in order to prevent musculoskeletal injuries.</li> </ul>			
Vehicles on roads and in Park/school car parks	Volunteers risk injury through contact with moving vehicles	<ul style="list-style-type: none"> <li>Children to remain under supervision and in sight of a responsible adult at all times, preferably by a parent or guardian.</li> <li>Children not to pick litter from the road but to remain on pavements and paths.</li> <li>Prior to event, the organiser to advise volunteers on areas where vehicles may be present.</li> <li>Briefing to include warning on roads, speed limits and any known hazards</li> <li>Briefing to include warning to always focus when crossing streets and be aware of surroundings at all times</li> <li>Be aware of any vehicle, potentially trying to park, maintain vigilance, give warning to others of approaching vehicles</li> <li>Volunteers advised that they must not work on roads or on roadside verges.</li> <li>Absolutely no litter-picks to take place near railway lines or on bridges.</li> <li>Tabards or hi-vis to be worn at all times.</li> </ul>	Check for any unusual hazards on the day itself	FrEP Ctte member	On the day

Electric fences	Electrocution, shock	<ul style="list-style-type: none"> <li>• Always assume electric fences are live.</li> <li>• Warn volunteers not to touch electric fences.</li> </ul>	<p>Seek medical attention where appropriate.</p> <p>Report any incidents to FrEP Ctte member.</p>	FrEP Ctte member	On the day
Collection of litter – manual handling	Workers and volunteers risk injuries or back pain from handling heavy loads	<ul style="list-style-type: none"> <li>• Volunteers instructed not to over-fill bags or try to carry heavy items.</li> <li>• Volunteers advised to be aware of their own limitations by the event organiser during the briefing and not lift heavy items found during the clean-up.</li> <li>• Volunteers with pre-existing injuries are not to lift bags or heavy items.</li> <li>• No more than one bag at a time to be carried.</li> <li>• Under 18's are always to be supervised by a parent or guardian.</li> <li>• Only organisers / volunteers trained in safe manual handling procedures offer guidance for safe lifting practices and reducing/removing common hazards and risks (reducing load weight, postural advice when lifting, handling asymmetrical loads, grip, other environmental factors, carry distance, obstacles en-route).</li> <li>• Volunteers advised on safe manual handling practices.</li> <li>• If too heavy to handle, leave the object in place and report it to the organiser to arrange removal by the council.</li> </ul>	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.	FrEP Ctte member	On the day

Collection of litter – toxic materials / hazardous chemicals	Volunteers risk coming into contact with toxic or hazardous material.	<ul style="list-style-type: none"> <li>Volunteers instructed never to approach suspicious looking containers with or without hazard warning badges.</li> <li>Any suspicious drums, materials or containers with contents not identifiable to be left untouched and Environment Agency Pollution Hotline to be contacted (Tel 0800 7312453)</li> </ul>	Organiser to conduct site survey at beginning of clean up and contact the Environment Agency Pollution Hotline (Tel 0800 7312453) if suspicious or possibly hazardous barrels, containers or materials are found.	FrEP Ctte member	On the day
Collection of litter – sharps, syringes and medical waste	Volunteers risk injury from sharp items, infection	<ul style="list-style-type: none"> <li>Site survey prior to event to check for any evidence of syringes.</li> <li>Volunteers finding syringes should not touch them, but immediately notify the event organiser. All work must then cease in this particular area</li> <li>Any accidental piercing by syringe should be immediately treated at medical practice or A&amp;E</li> <li>All volunteers to use litter pickers and gloves.</li> <li>Volunteers instructed never to put sharp objects in bags.</li> <li>Broken glass to be collected in glass bucket and disposed of safely at end of the event.</li> <li>Volunteers advised not to handle sharps, i.e. needles, syringes, unless trained to do so.</li> <li>Volunteers advised to alert organiser if sharps are found and if able, they will</li> </ul>	<p>Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.</p> <p>Organisers to check that litter picking tools are in good, clean condition.</p> <p>Remain vigilant at all time during the clean-up and end the clean up immediately if syringes are found.</p> <p>Report any incidents to Keep Britain Tidy.</p>	FrEP Ctte member	On the day

		arrange proper disposal using sharps kit / by the council.			
Discovery of ordnance	Unexploded bombs, shells and flares, severe cuts bruising, severe burns, broken bones, eye damage, shock	<ul style="list-style-type: none"> <li>If you or any volunteer suspect an object to be a type of ordnance, stop what you are doing and report this immediately to the event organiser who then must instruct everyone to return to the designated meeting point, whereby a roll-call will be taken, the event cancelled and the emergency services must be contacted (call 999).</li> </ul>	Report any incidents to FrEP Ctte member	FrEP Ctte member	On the day
Accidents and emergencies	Workers risk injury during event	<ul style="list-style-type: none"> <li>Access to First Aid kit</li> <li>Event organiser to have mobile phone in case of emergency.</li> <li>In the event of an emergency, call 999.</li> <li>Before each litter pick takes place, organiser updates and keeps a copy of details of local walk-in centres and accident &amp; emergency departments – for minor injuries.</li> <li>Organiser to replace used first aid items immediately after event, check kit before every event and undertake formal inventory on a quarterly basis</li> </ul>	Organiser to follow guidance for reporting of near misses, accidents or injury.	FrEP Ctte member	On the day
Slips, Trips and falls	Volunteers risk slips, trips and falls	<ul style="list-style-type: none"> <li>Volunteers advised to wear supportive, slip resistant footwear and no flip flops.</li> <li>Take care when negotiating steps</li> <li>Volunteers advised to take extra care on overgrown areas, rocky areas, wet/muddy areas or sand dunes.</li> </ul>	Event organiser to remind volunteers to take care when pavements are slippery from rain, leaves, ice, snow etc	FrEP Ctte member	On the day

		<ul style="list-style-type: none"> <li>Volunteers instructed to take extra care when carrying heavy bags.</li> <li>Volunteers advised of any hazardous areas and informed that these are to be avoided.</li> <li>If in doubt, don't carry on if an area looks slippery or dangerous</li> </ul>	<p>Event organiser to check clothing and footwear</p> <p>Event organiser to cancel event if weather is sufficiently extreme.</p>		
Trees, shrubs, tree canes	Trips, cuts & eye pokes	<ul style="list-style-type: none"> <li>Access to First Aid kit Be aware of low hanging branches and exposed tree and shrub roots.</li> <li>If working with canes/tree supports, care with eye pokes and splintering canes.</li> </ul>	Obtain medical attention in the event of injury.	FrEP Ctte member	On the day
Proximity to water, contact with water, Park Pond	Volunteers risk injury or drowning	<ul style="list-style-type: none"> <li>Volunteers advised to stay away from waters edge, not enter the water &amp; be vigilant of surging waves.</li> <li>Volunteers advised of large sea swell conditions and possible rogue waves surging up the beach. Volunteers advised of tidal times and not to go to areas of the beach that could be cut-off.</li> </ul>	<p>Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.</p> <p>Organiser to cancel event if sea state is large and surging waves threaten volunteer safety.</p>	FrEP Ctte member	On the day
	Potential for bacterial infection - Leptospirosis (Weil's disease)	<ul style="list-style-type: none"> <li>Access to First Aid kit</li> <li>Have clean water available to wash hands.</li> <li>All volunteers to wash hands after activities or use antiseptic wipes.</li> <li>All volunteers to wear waterproof gloves.</li> <li>All wounds to be disinfected and dressed promptly.</li> <li>All volunteers to wear sturdy footwear.</li> </ul>	<p>Advise of risks of Weil's disease /Leptospirosis in safety talk</p> <p>Advise volunteers to wear Nitrile gloves or plasters to cover</p>	FrEP Ctte member	On the day



			any existing cuts on hands		
Irritant and dangerous plants	Workers and volunteers risk injury from irritant and dangerous plants, e.g. Giant Hogweed	<ul style="list-style-type: none"> <li>• First aider on site with access to First Aid kit</li> <li>• Volunteers advised not to touch any potentially irritant and dangerous plants.</li> <li>• If unsure or concerned about presence of irritant and dangerous plants in the area, organiser to advise relevant authority, i.e. Easebourne Parish Council.</li> </ul>	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.	FrEP Ctte member	On the day
Dog fouling / faeces	Toxocara canis	<ul style="list-style-type: none"> <li>• Do not touch dog faeces.</li> <li>• Do not use litter-pickers.</li> <li>• Always wear gloves and use a plastic spade when removing dog faeces.</li> <li>• If a volunteer steps in dog faeces, clean shoes if possible</li> <li>• If found warn others in the vicinity</li> <li>• If touched, thoroughly wash your hands.</li> <li>• Thoroughly wash any cuts or abrasions as soon as possible, however minor.</li> <li>• Seek medical attention where appropriate.</li> </ul>	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting. Keep Britain Tidy	FrEP Ctte member	On the day
Animals – Domestic, wild & farm	Lyme Disease carried by animal ticks & bites/scratches, stings from animals/ shock	<ul style="list-style-type: none"> <li>• Access to First Aid kit</li> <li>• Avoid contact with animals. Avoid contact with animal faeces.</li> <li>• See separate Guidance on Lyme Disease.</li> <li>• Avoid moving through bracken or vegetation while wearing shorts or short sleeved shirts.</li> <li>• Beware of adders, do not pick up or touch any snakes.</li> <li>• Do not handle jellyfish even if they appear to be dead they can still sting.</li> </ul>	<p>Seek medical attention as soon as possible after being bitten, stung or scratched.</p> <p>Wash hands immediately after contact with faeces.</p> <p>Avoid touching eyes or mouth.</p>	FrEP Ctte member	On the day

			Organiser to report any incidents to Easebourne PC		
Aggressive dogs	Workers and volunteers risk injury from dog attack	<ul style="list-style-type: none"> <li>• Volunteers advised of the threat of aggressive dogs and to not approach any unknown dog.</li> <li>• Avoid areas if any evidence of aggressive dogs</li> <li>• Volunteers to maintain vigilance for dogs off leads</li> <li>• Dog Walkers in vicinity to be advised by group leader of the litter pick and to keep dogs under control</li> <li>• Children to remain under adult supervision and within sight of adults at all times</li> <li>• Adopt recommended posture if confronted by a dog – do not look in eyes, look down, do not run, pull limbs into body</li> <li>• Retreat slowly</li> <li>• Visit A&amp;E if bitten or attacked</li> <li>• Report attack to the Police and refer to the government guidance on controlling dogs in public if you feel this is necessary: <a href="https://www.gov.uk/control-dog-public/report-a-dog">https://www.gov.uk/control-dog-public/report-a-dog</a></li> </ul>	<p>Check site for evidence of dogs.</p> <p>Organiser to report any Easebourne Parish Council</p>	FrEP Ctte member	On the day