

Litter picking RISK ASSESSMENT

The following risk assessment covers general hazards that may be encountered when litter picking local villages or towns, and local events.

Assessors Names:	Assessment Date:	Review Date:
Area:	Identify People at Risk: Pickers and those coming into close contact	

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?	Done (Must be YES and include date)
Contracting Covid-19	Volunteers, the Public. Person-to-Person Transmission	<ul style="list-style-type: none"> • Strict following of Government guidance and checking daily to see if guidance changes. • Communicate those individuals currently shielding, in 'at risk' groups or displaying symptoms (or in contact with those with symptoms) should not participate in events. • Limit numbers at events (e.g. from lone working, working with one other person, to smaller or larger 'bubbles' of individuals) in line with current Government guidance. • Be aware of 'pinchpoints' with lots of people congregating. Keep social distancing and wash hands after touching shared surfaces. • Observe social distancing, particularly at start and end of event when equipment being handed out/collected. • Consider time of year and timing of clean ups to avoid busy periods. • Volunteers to bring their own hand sanitising 	Those who suspect they have Covid symptoms should not litter pick.	Event Organiser	On the day	

Contracting Covid-19	Volunteers, the Public. Transmission from surfaces/objects contaminated with virus (e.g. litter collected or equipment used)	<ul style="list-style-type: none"> • Litter to be tied up in strong waste sack. • Volunteers to bring their own hand sanitising • Gloves, litter pickers and hi-vis jackets to be given out on permanent loan to volunteers, so that only they use them. • Equipment sanitised at end of each event or quarantine kit for 7 days • Volunteers should use their own gloves. • For larger events, organiser to have listing of contact names, numbers and emergency contacts. Possibly use Eventbrite for signing in purposes. 				
Lack of information and awareness	Volunteers not knowing safety procedures or who first aiders are	Prior to the litter-pick 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 specific sites, meeting points etc. Litter picking will be restricted. Volunteers will not pick sharps (needles or broken glass), bottles containing unspecified liquids or discarded dog waste bags. See also sections <i>Collection of litter – toxic materials / hazardous chemicals & Collection of litter – sharps, syringes and medical waste, Dog fouling / faeces</i>	None	Event organiser	On the day	
Safeguarding children	Children and vulnerable adults	<ul style="list-style-type: none"> • 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 • No child to be out of sight of a responsible adult • All staff on site to maintain vigilance where members of the public not participating in the event are using the same public space • All event volunteers to wear event tabards to allow easy identification (JCC and first name) • In the event of an incident, immediately inform the local Police and any other relevant agencies 	Check for unaccompanied children and confirm supervision ratios are satisfactory. We use the NSPCC ratios as a guide: 0 - 2 years - 1 adult to 3 children. 2 - 3 years - 1 adult to 4 children. 4 - 8 years - 1 adult to 6 children.	Event organiser	On the day	

			9 - 12 years - 1 adult to 8 children. 13 - 18 years - 1 adult to 10 children.			
Aggression/ abuse from members of the public	Risk of conflict with member of the public	<ul style="list-style-type: none"> 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. Do not trespass onto private property whilst litter picking unless specifically agreed with landlord or another responsible person. 	Report any incidents to JCC admin	Event organiser	On the day	
Extreme Weather	Volunteers risk sunstroke, sunburn, dehydration and heat exhaustion due to hot weather	<ul style="list-style-type: none"> Volunteers advised to dress appropriately for weather conditions. Gloves to be worn on all occasions. Advise volunteers to take regular breaks and seek shade if necessary. Volunteers advised to wear sun hats and sun cream, re-apply as needed. Volunteers to have access to water and advised to drink plenty. 	<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>	Event organiser	On the day	
	Volunteers risk discomfort from cold weather , wind and rain.	<ul style="list-style-type: none"> Volunteers instructed to wear warm and waterproof clothing, thick socks and sturdy boots Volunteers instructed to avoid areas where debris could come loose, i.e. trees, poorly maintained structures in high winds If lightning occurs, workers and volunteers are instructed to cease using litter pickers and stop the event. 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. 	<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>	Event organiser	On the day	

Vehicles on roads and in car parks	Volunteers risk injury through contact with moving vehicles	<ul style="list-style-type: none"> • Children to remain under supervision and in sight of a responsible adult at all times, preferably by a parent or guardian. • Children not to pick litter from the road but to remain on pavements and paths. • Prior to event, the organiser to advise volunteers on areas where vehicles maybe present. • Briefing to include warning on roads, speed limits and any known hazards Briefing to include warning to always focus when crossing streets and be aware of surroundings at all times • Be aware of any vehicle, potentially trying to park, maintain vigilance, give warning to others of approaching vehicles • Volunteers advised that they must not work on roads or on roadside verges. • Absolutely no litter-picks to take place near railway lines or on bridges. • Tabards or hi-vis to be worn at all times. 	Check for any unusual hazards on the day itself	Event organiser	On the day	
Electric fences	Electrocution, shock	<ul style="list-style-type: none"> • Always assume electric fences are live. • Warn volunteers not to touch electric fences. 	Seek medical attention where appropriate, and report incident to the event organiser.	Event organiser	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"> • Volunteers instructed not to over-fill bags or try to carry heavy items. • Volunteers advised to be aware of their own limitations by the event organiser during the briefing and only lift litter that can be picked with picker during the clean-up. • Volunteers with pre-existing injuries are not to lift bags or heavy items. • No more than one bag at a time to be carried. • Under 18's are always supervised by a parent or guardian. 	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting. Report any location of heavy items to Worth Parish council, with identifiable location.	Event organiser	On the day	

		<ul style="list-style-type: none"> • 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). • Volunteers advised on safe manual handling practices. • If too heavy to pick, leave the object in place and report it to the organiser to arrange removal by the council. 				
Collection of litter – toxic materials / hazardous chemicals	Volunteers risk coming into contact with toxic or hazardous material.	<ul style="list-style-type: none"> • Volunteers instructed never to approach suspicious looking containers with or without hazard warning labels / badges. • Any suspicious drums, materials, or containers with contents not identifiable to be left untouched and reported. 	Organiser to Report any items to Worth Parish council, with identifiable location.	Event organiser	On the day	
Collection of litter – fly-tipped asbestos	Illness from contact with asbestos	<ul style="list-style-type: none"> • For the purposes of litter picking in the villages, if there is an accumulation of waste which would obviously have been fly-tipped deliberately on site, then this should be left alone and the relevant local authority with responsibility for fly-tipping clearance informed. • It is possible that asbestos could be found amongst smaller accumulations of litter that may not appear to be fly tipping. A simple asbestos ID chart can be found on the HSE website here: http://www.hse.gov.uk/asbestos/gallery.htm 	<p>Undertake an on-site review of the area, identify any hazards and brief volunteers before event begins.</p> <p>Do not litter-pick fly-tipped rubbish.</p> <p>Report any asbestos related incidents to Worth parish Council.</p>	Event organiser	On the day	
Collection of litter – sharps, syringes and medical waste	Volunteers risk injury from sharp items, infection	<ul style="list-style-type: none"> • Volunteers finding syringes should not touch them, but immediately notify the event organiser. All work must then cease in this area • (Any accidental piercing by syringe should be immediately treated at medical practice or A&E) • All volunteers to use litter pickers and gloves. 	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.	Event organiser	On the day	

		<ul style="list-style-type: none"> Volunteers instructed never to put sharp objects in bags. Broken glass will not be collected On Village litter picking events. Volunteers advised not to handle sharps, i.e. needles, syringes, unless trained to do so. Volunteers advised to alert organiser if sharps are found and if able, they will arrange proper disposal using sharps kit / by the council. 	<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 Worth parish council</p>			
Discovery of ordnance	Unexploded bombs, shells and flares, severe cuts bruising, severe burns, broken bones, eye damage, shock	<ul style="list-style-type: none"> 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) 	Report any incidents to your local council.	Event organiser	On the day	
Accidents and emergencies	Workers risk injury during event	<ul style="list-style-type: none"> First aider on site with access to First Aid kit Event organiser to have mobile phone in case of emergency. In the event of an emergency, event organiser to call 999 and then inform JCC Admin. Before each litter pick takes place, organiser updates and keeps a copy of details of local walk-in centres and accident & emergency departments – for minor injuries. Organiser to replace used first aid items immediately after event, check kit before every event and undertake formal inventory on a quarterly basis 	Organiser to follow guidance for reporting of near misses, accidents or injury.	Event organiser	On the day	
Slips, Trips and falls	Volunteers risk slips, trips and falls	<ul style="list-style-type: none"> Volunteers advised to wear supportive, slip resistant footwear and no flip flops. Take care when negotiating steps 	Event organiser to remind volunteers to take care when pavements are slippery	Event organiser	On the day	

		<ul style="list-style-type: none"> Volunteers advised to take extra care on overgrown areas, rocky areas, wet/muddy areas. Volunteers instructed to take extra care when carrying heavy bags. Volunteers advised of any hazardous areas and informed that these are to be avoided. If in doubt, don't carry on if an area looks slippery or dangerous 	<p>from rain, leaves, ice, snow etc</p> <p>Event organiser to check clothing and footwear</p> <p>Event organiser to cancel event if weather is sufficiently extreme.</p>			
Rock falls	Volunteers risk injury from falling rocks	<ul style="list-style-type: none"> Volunteers advised to stay away from cliffs and never access caves or overhangs. Volunteers advised to stay away from visible landslips. (Appropriate to Worth way in Crawley Down) 	Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.	Event organiser	On the day	
Trees, shrubs	Trips, cuts & eye pokes	<ul style="list-style-type: none"> First aider on site with access to First Aid kit Be aware of low hanging branches and exposed tree and shrub roots. 	Obtain medical attention in the event of injury.		On the day	
Proximity to water, contact with water	Volunteers risk injury or drowning	<ul style="list-style-type: none"> Volunteers advised to stay away from water's edge, not enter the water 	<p>Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.</p> <p>Advise of risks of Weil's disease /Leptospirosis in safety talk</p> <p>Advise volunteers to wear Nitrile gloves or plasters to cover any existing cuts on hands</p>	Event organiser	On the day	
	Potential for bacterial infection - Leptospirosis (Weil's disease)	<ul style="list-style-type: none"> First aider on site with access to First Aid kit Have clean water available to wash hands. All volunteers to wash hands after activities or use antiseptic wipes. All volunteers to wear waterproof gloves. All wounds to be disinfected and dressed promptly. All volunteers to wear sturdy footwear. 		Event organiser	On the day	
Irritant and dangerous plants	Workers and volunteers risk injury from irritant	<ul style="list-style-type: none"> First aider on site with access to First Aid kit Volunteers advised not to touch any potentially irritant and dangerous plants. 	Organiser to ensure this is covered in the safety briefing	Event organiser	On the day	

	and dangerous plants, e.g. Giant Hogweed	<ul style="list-style-type: none"> • If unsure or concerned about presence of irritant and dangerous plants in the area, organiser to advise relevant authority, i.e. Local Authority. 	<p>delivered ahead of the clean-up starting.</p> <p>Organiser to report any incidents to Worth Parish Council</p>			
Dog fouling / faeces	Toxocara canis	<ul style="list-style-type: none"> • Do not touch dog faeces. • Do not use litter-pickers. • Always wear gloves and use a plastic spade when removing dog faeces. • If a volunteer steps in dog faeces, clean shoes if possible • If found warn others in the vicinity • If touched, thoroughly wash your hands. • Thoroughly wash any cuts or abrasions as soon as possible, however minor. • Seek medical attention where appropriate. 	<p>Organiser to ensure this is covered in the safety briefing delivered ahead of the clean-up starting.</p> <p>Organiser to report any incidents to Worth Parish Council</p>	Event organiser	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"> • First aider on site with access to First Aid kit • Avoid contact with animals. Avoid contact with animal faeces. • See separate Guidance on Lyme Disease. • Avoid moving through bracken or vegetation while wearing shorts or short sleeved shirts. • Beware of adders, do not pick up or touch any snakes. 	<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> <p>Organiser to report any incidents to Worth parish Council</p>	Event organiser	On the day	
Aggressive dogs	Workers and volunteers risk injury from dog attack	<ul style="list-style-type: none"> • Volunteers advised of the threat of aggressive dogs and to not approach any unknown dog. • Avoid areas if any evidence of aggressive dogs • Volunteers to maintain vigilance for dogs off leads 	<p>Check site for evidence of dogs.</p> <p>Organiser to report any incidents to JCC Admin</p>	Event organiser	On the day	

		<ul style="list-style-type: none"> • Dog Walkers in vicinity to be advised by group leader of the litter pick and to keep dogs under control • Children to remain under adult supervision and within sight of adults at all times • Adopt recommended posture if confronted by a dog – do not look in eyes, look down, do not run, pull limbs into body • Retreat slowly • Visit A&E if bitten or attacked Report attack to the Police and refer to the government guidance on controlling dogs in public if you feel this is necessary: https://www.gov.uk/control-dog-public/report-a-dog 				
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Site Specific – Please complete as necessary. (The litter picking is restricted to the Village environment, there are no specific sites that will be accessed).

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?	Done (Must be YES and include date)
				Event organiser		
				Event organiser		
				Event organiser		

Personal Protective Equipment (PPE) Needed	PPE Provided by	First Aiders	Nearest Accident and Emergency Department
<i>Gloves</i> <i>Safety Glasses (optional)</i>	<i>Picker</i>		