

DRAYTON RESERVE

HEALTH & SAFETY PLAN

DATE November 2018 to be reviewed by April 2019

RESPONSIBLE PERSON Co-ordinator on site(First Aid Qualified)

Area of Risk Poss. Hazards Poss. Solution

Environment	Slip, trip and falls Hot weather Cold or wet weather Insect bites & stings & plant thorns &stings Rockfall	Welcome briefing advice Drinking water on hand Suncream & sunhat Warm or waterproof clothing First Aid Kit on hand Cellphone on hand Quickly move all to safety
People	Behaviour Hygiene Under-skilled Lifting Working alone Muscular stress Fatigue	Welcome briefing Gloves & handwashing, advise no toilet Explain skills Bend knees advice & avoid need to carry heavy loads Avoid Warmup advice Ensure work within comfort zone, call time.
Equipment	Incorrect tool use Badly maintained tools Working at heights or using powered equipment Chemicals	Advise correct use, goggles Advise not to use and bring another Limit to contractors Use not permitted
Emergencies Near misses		Ring 111, Apply First Aid Record incident

General guidelines

All Site Co-ordinators are to:

- Ensure new volunteers are aware of this Plan
- Start designated work parties with an appropriate safety briefing
- Check that tools are in safe and usable condition before work is started
- Ensure that volunteers have adequate clothing and equipment
- Carry a mobile phone on work parties to enable rapid communications
- Carry a first aid kit

All volunteers and organisers are to:

- Report all hazards and incidents to the Site Co-ordinator
- Dispose of waste appropriately
- Observe and obey all warning signs and instructions.
- Report any injuries and get first aid promptly.
- Be prepared for likely weather conditions.
- Refrain from consuming alcohol while taking part in work parties.
- Receive a copy of this Plan

