

## RISK ASSESSMENT

<b>Service:</b>	Hands on Heritage
<b>Site:</b>	Tunstall Forest

<b>Risk Title / Activity:</b>	Archery	<b>RA Ref No.</b>	HoH 019
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Work Areas	Identified Hazards				Who is at Risk	
Site	Fire/Heat		Dust/Fumes		Volunteers	x
	Explosion		Asphyxiation		Authorised site visitors	x
	Fall (Slip/Trips)	x	Visibility		Course Participants	x
	Cuts/Trapping	x	Temperature(hot/cold)		Accompanying Supervisors	x
	Crushing/shearing	x	Weather	x	General Public	x
	Struck by object	x	Vibrations	x		
	Manual Handling	x	Stress			
	Entrapment		Ergonomics	x		
	Chemical		Air pollution			
	Biological		Land Contamination			
	Radiation		Water Contamination			
	Electrical Shock		Legal & Compliance			
	Noise		Poisoning (ingestion)			
	Falling Structures		Weils/Lymes disease			
	Cross Contamination		Food Poisoning			
	Safeguarding		Drowning			
	Entanglement	x	Muscle strain			
Equipment used	Control Measures					
Bows Arrows Targets	Safety briefing to all participants, staff and volunteers before commencement of the activity. Participants closely monitored by Instructor and volunteers to ensure correct procedures and techniques are adhered to at all times. Long hair tied back and jewellery removed. Area clearly marked. Shooting only permitted from designated area. Sentry on duty behind butts to warn immediately if members of the General Public stray into the area.			Correct procedure for retrieving arrows to be followed as explained by Instructor at the initial safety briefing.		

## Risk Class Management Tool:

Severity		Likelihood				
Severe	(5)	Moderate	High	High	Extreme	Extreme
Major	(4)	Moderate	Moderate	High	Extreme	Extreme
Moderate	(3)	Low	Moderate	Moderate	High	High
Minor	(2)	Low	Moderate	Moderate	Moderate	High
Insignificant	(1)	Low	Low	Low	Moderate	Moderate
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)

Risk Class	Score	Action Required	Reporting requirements	Accountability
Class 1 (Extreme)	16 – 25	<b>Immediate</b> detailed plan, Staff specifically trained in the hazard mitigation and emergency response	Report to Site Manager & Trustees	Trustees & Site Manager
Class 2 (High)	10 – 15	<b>24 Hrs</b> Mitigation required, Staff informed and Trained	Report to Site Manager	Site Manager
Class 3 (Moderate)	4 – 9	Site Manager Implement additional measures and manage routinely	Recorded on site Risk Register	Site Manager
Class 4 (Low)	1 – 3	Manage routinely	Recorded on site Risk Register.	Site Manager

## Risk Assessment Rating:

		Range	Score ( L x S )	Class Rating
Initial Risk (Before control Measures)	Severity (S)	5	20	1
	Likelihood (L)	4		
Residual Risk (After Control Measures)	Severity (S)	3	9	3
	Likelihood (L)	3		

Date of Assessment	12 <sup>th</sup> May 2018	Signature	Andrew Crisp
Date of Assessment Review			
Name of Assessor	Andrew Crisp	Position	Chairman HoH CIO