

Suffolk Tree Warden Network

Tree Warden Risk Assessment

<i>Activity location:</i>				
<i>Assessment carried out by:</i>		<i>Date of assessment:</i>		
<i>Safety checklist</i>	<i>Dealt with?</i>	<i>Details</i>	<i>Briefed others?</i>	
Telephone (nearest public or mobile: check signal)				
Nearest first aid				
Nearest water				
Nearest toilet facilities				
Protective clothing				
All names known				
<i>Hazard</i>	<i>Risk*</i>	<i>Who is at risk?</i>	<i>Precautions taken to reduce risk to an acceptable level</i>	<i>Completed</i>
Tools		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Power tools must not be used. • Ensure that everyone knows what tools are available and how to use them. • Keep sharp edges and points protected and facing away from people. • Maintain a distance of at least 2 tools length from others when working. • Be aware that in wet weather, or when wearing gloves, your grip on tools may be reduced. 	
Contact with tree branches, twigs and thorns		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Advise of the risk of eye injury and cuts from thorns and branches, especially blackthorn, that can easily cause infection. • Wear eye protection if necessary. • Remove thorns from skin immediately. 	
Muscle / back strain from digging		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Ensure that safe and correct digging and lifting techniques are used at all times. • Take a break if tired and avoid twisting your trunk and lifting with a bent back. 	
Lifting and carrying		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Always bend your knees and keep a straight back when lifting. • Share loads and use wheelbarrows to reduce weight as much as possible. 	

Contact with soil borne micro-organisms		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Wear gloves to prevent contact with soil. • Where possible use feet/tools to move/firm soil. • Any existing cuts or broken skin should be covered prior to work commencing and fresh cuts should be washed and promptly covered. • Ensure that tetanus protection is up to date. 	
Litter		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Be aware that discarded used hypodermic needles or broken glass may be present in soil or grass. • Always wear stout leather gloves when working near the ground. • Provide a solid container for sharp items and mark it clearly before arranging disposal. 	
Passers-by		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Keep paths clear of tools and arisings. • Be prepared to explain the role of Tree Wardens and what the activity is about. • Avoid being drawn into arguments or disputes. 	
Weather		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Encourage people to wear appropriate clothing and footwear. • Stop work if conditions become adverse. 	
Slippery ground, slopes and edges		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Survey ground and identify trip hazards. Cordon-off or mark with tape. • Wear non-slip footwear with good ankle support. • Be particularly careful when carrying tools. 	
Public highway / traffic		Tree Wardens Other volunteers Members of public	<ul style="list-style-type: none"> • Do not work next to the highway unless in agreement with the Highway Authority and with the appropriate risk assessment. • Always wear high visibility jackets. • Keep footpath/bridleway clear and watch out for walkers and riders. 	
Other (anything else you identify)				

* For Risk, enter low, medium or high as applicable.