

## RISK ASSESSMENT

Department / Site Location: <b>Abbotsbury Gardens</b> (not including Beach Farm).	Date: <b>21/04/09</b> Assessment No: .....	Assessors Name: <b>J. Houston S. Griffiths &amp; D. Wheeler</b>														
<b>ACTIVITY / PROCESS:</b> (plus frequency of exposure) Visitors to the gardens inc adult groups and schools.		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">No OF PERSONS AT RISK</th> </tr> <tr> <th style="text-align: center;">Employees</th> <th style="text-align: center;">Others</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">.....</td> </tr> <tr> <td style="text-align: center;">2-5</td> <td style="text-align: center;">.....</td> </tr> <tr> <td style="text-align: center;">6-10</td> <td style="text-align: center;">.....</td> </tr> <tr> <td style="text-align: center;">10+</td> <td style="text-align: center;">✓.....</td> </tr> <tr> <td colspan="2" style="text-align: center;">(tick appropriate column)</td> </tr> </tbody> </table>	No OF PERSONS AT RISK		Employees	Others	1	.....	2-5	.....	6-10	.....	10+	✓.....	(tick appropriate column)	
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<b>LIST GROUPS OF PEOPLE AT RISK FROM SIGNIFICANT HAZARDS</b> The general public inc school parties. Staff & contractors.																
There are individual risk assessments on all occasional/incidental events that take place in the gardens. If (between 26 <sup>th</sup> Dec and 31 <sup>st</sup> January) shooting should occur in or near the gardens, The Estates shooting risk assessment will apply.																
<b>HAZARDS INVOLVED WITH ACTIVITY / PROCESS:</b> <ol style="list-style-type: none"> <li>1. Car/coach parking. Risk Rating = 1x4 = 4</li> <li>2. Being in the vicinity of trees. Risk Rating = 1x4 = 4</li> <li>3. Being in the vicinity of ponds and streams. Risk Rating = 1x4 = 4</li> <li>4. Using the gardens play area. Risk Rating = 2x2 = 4</li> <li>5. Fire. Risk Rating = 1x4 = 4</li> <li>6. Using the pathways/steps throughout the gardens. Risk Rating = 2x2 = 4</li> <li>7. Negotiating bridges. Using benches/tables. 2x2 = 4</li> <li>8. Poisonous plants growing in the gardens. Risk Rating = 1x2 = 2</li> <li>9. Being in the vicinity of electric fences. Risk Rating = 1x1 = 1</li> <li>10. Dogs, wildlife inc bees/wasps and the collection of birds. 1x2 = 2</li> <li>11. Failing to exit before gardens close. Risk Rating = 2x1 = 2</li> </ol>																
<b>EXISTING SAFETY / CONTROL MEASURES:</b> <ol style="list-style-type: none"> <li>1. Adult/teacher supervision. Good visibility. Staggered walls positioned at pedestrian exit of main car park to slow children as they approach the road.</li> <li>2. Annual survey + regular inspections. Surgery carried out whenever necessary. Gardens closed during severe weather.</li> <li>3. Children must be accompanied by an adult. One warning sign positioned (at middle pond). Ponds are clearly visible.</li> <li>4. Safety 'woodchip'. Regular visual inspections. Annual ROSPA inspection. Equipment complies to present safety regs.</li> <li>5. Buildings risk assessed. No smoking policy in public areas. Many open spaces in (30arce) gardens. Several escape routes through boundary.</li> <li>6. Staff are responsible for their allocated areas. Loose/dangerous steps/surfaces, potholes, protruding roots/foilage, litter and debris etc all addressed as soon as noticed.</li> <li>7. Annual inspection by R.S. + monthly in-house inspections. Bridges/areas may be closed if deemed to be in anyway unsafe.</li> <li>8. Poisonous plants. If it isn't food don't eat it. Please read attached advise sheet about plant hazards in the garden.</li> <li>9. Electric fences are switched off whilst visitors remain in the gardens. Warning signs are in position.</li> <li>10. Dogs only admitted if kept on a lead. Owner supervision.</li> <li>11. Last admission one hour before closing. Times well signed. Duty manager walks the gardens using a loudhailer to announce the closure of the gardens ½ hour before the gates are locked.</li> </ol>																
<b>THE RESIDUAL RISK(S):</b> is the risk remaining after existing Control Measures have been taken into account. If these are none write 'Controls Adequate'. If risks still exist, detail them below and rate the residual risk using the table below. (Risk Rating Formula table is on the reverse of page 1)																
<b>RESIDUAL RISK:</b> <ol style="list-style-type: none"> <li>1. Controls adequate</li> <li>2. Controls adequate</li> <li>3. Controls adequate</li> <li>4. Controls adequate.</li> <li>5. Controls adequate</li> <li>6. Controls adequate</li> <li>7. Controls adequate.</li> <li>8. Controls adequate.</li> <li>9. Controls adequate</li> <li>10. Controls adequate</li> <li>11. Controls Adequate.</li> </ol>		Risk Rating: Likelihood x Severity = Rating ...1... x ...4... = ...4... ...1... x ...4... = ...4... ...1... x ...4... = ...4... ...2... x ...2... = ...4... ...1... x ...4... = ...4... ...2... x ...2... = ...4... ...2... x ...2... = ...4... ...1... x ...3... = ...3... ...1... x ...1... = ...1... ...1... x ...2... = ...2... ..... x ..... = .....														

IMPLEMENTATION OF CONTROL MEASURES

ADDITIONAL CONTROL MEASURES / ASSESSMENTS REQUIRED TO REDUCE THE RESIDUAL RISK TO 4 OR BELOW

ADDITIONAL CONTROLS AGREED: (YES/NO) (EACH LINE IF 'YES' DETAIL ACTION TAKEN / IF 'NO' DETAIL JUSTIFICATION)

- 1.
- 2.
- 3.

TARGET DATE FOR IMPLEMENTATION IF NOT IMMEDIATE: .....  
COMMENTS: \_\_\_\_\_

NAME: ..... / ..... SIGNATURE: ..... / .....  
PERSON(S) RESPONSIBLE FOR ACTIVITY / PREMISES / SITE

ASSESSMENT REVIEW

DATE ADDITIONAL CONTROL MEASURES IMPLEMENTED: \_\_\_\_\_  
CONTROLS EFFECTIVE **YES / NO**  
COMMENTS: \_\_\_\_\_

NAME: ..... SIGNED .....  
(LINE MANAGER RESPONSIBLE FOR THE ACTIVITY / PROCESS)

ASSESSMENT REVIEW DATE: ..... Comments: \_\_\_\_\_

SIGNED ..... (LINE MANAGER RESPONSIBLE FOR THE ACTIVITY / PROCESS)

ASSESSMENT REVIEW DATE: ..... Comments: \_\_\_\_\_

SIGNED ..... (LINE MANAGER RESPONSIBLE FOR THE ACTIVITY / PROCESS)

## RISK RATINGS

### RISK RATING

<u>LIKELIHOOD</u>	<u>SEVERITY OF INJURY</u>
1. MOST UNLIKELY	1. TRIVIAL INJURY/IES
2. UNLIKELY	2. SLIGHT INJURY/IES
3. LIKELY	3. SERIOUS INJURY/IES
4. MOST LIKELY	4. MAJOR INJURY/IES OR DEATH

TO ESTABLISH THE RISK RATING MULTIPLY THE 'LIKELIHOOD' BY THE 'SEVERITY'

### RATING ACTION PLAN

<u>RATING BANDS</u>	<u>ACTION REQUIRED</u>
1&2 MINIMAL RISK	MAINTAIN CONTROL MEASURES
3&4 LOW RISK	REVIEW CONTROL MEASURES
6&8 MEDIUM RISK	IMPROVE CONTROL MEASURES
9,12 & 16 HIGH RISK	IMPROVE CONTROL MEASURES IMMEDIATELY & CONSIDER STOPPING WORK