



Covid-19 Generic Risk Assessment for Work party activity

This is an additional risk assessment for **all work party activities** during 2020 /21 Covid -19 restrictions. It will be kept under review and is applicable until further notice.

It must be used in conjunction with site safety assessments and generic activity assessments.

Please note that the costs of any PPE including hand sanitiser, masks, signs and gloves will be supported by the Cotswold National Landscape and will be provided directly or can be reclaimed through the petty cash system.

- Please follow any Government advice at <https://www.gov.uk/coronavirus>
- Individuals who consider themselves in the 'clinically extremely vulnerable category' or are shielding. Individuals must always personally review their health and fitness to self-decide whether they wish to volunteer. Please refer to www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
- If you live in a household where someone has symptoms, has been in contact with someone who has Covid-19 symptoms or has any symptoms then please stay at home and book a test.
- Work Party co-ordinators must send the completed site safety assessment to Becky Jones within two days of the activity at Rebecca.jones@cotswoldsaonb.org.uk for safety and insurance purposes.

Hazard	Who is at risk?	Precautions taken to minimise risk of injury
Numbers on work parties	wardens, public	<ul style="list-style-type: none">• To comply with Government regulations, Work parties of 2 permitted until March 29th. From March 29th, numbers must be limited to a maximum of a group of 6 wardens working together at any one site / area of site.• Numbers must be based on the specific task and adjusted accordingly to allow for 2m distancing at all times where possible.• If 2m is not possible for short periods of time e.g. fitting gate, post levelling then gloves and masks must be worn.• Names and numbers will be confirmed prior to activity by the co-ordinators for each task• Volunteers must not just turn up on site
Travelling to the work party	wardens	<ul style="list-style-type: none">• Wardens must travel to the work site in their own vehicles• The task must allow for appropriate / safe parking• Where possible walk or cycle to site• Where a work vehicle is being used by groups within a district, ensure that the vehicle is sanitised before and after every use.
On site working	All wardens, public	<ul style="list-style-type: none">• Keep a 2m distance from wardens and the public / dogs at all times• Wear gloves at all times (with exception of situations when considered more dangerous, when tools and hands must be sanitised before and after activity)• Do not share gloves, goggles or hard hats,• Provide individual PPE for all members• Hi -viz to be worn at all times to be more visible to the

		<p>public and other wardens whilst working</p> <ul style="list-style-type: none"> • Personal PPE to be stored at home and cleaned by individual wardens • When working on site use Covid-19 social distancing signs to warn the public to keep their distance • If the site becomes very busy and challenges social distancing, stop the work and leave the site, but ensure site leave in a safe condition and stock proof. • Avoid working at busy times such as weekends and Bank Holidays. • High levels of stress can cause confrontation / aggressive behaviour. If an incident occurs, report immediately using the incident form, or if necessary report to the Police. Leave the work site immediately • Provide lookouts to warn wardens / public if it is a more enclosed or busy work site and consider a temporary diversion / closure if necessary (always in prior consultation and agreement with Highways)
Emergencies	Wardens	<ul style="list-style-type: none"> • The first priority is calling 999. • If CPR is required, carry out compressions only as per St John Ambulance and NHS advice during Covid-19 restrictions. https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/ • Wear the mask and gloves provided if less than 2m distance required to deal with any casualties and ensure clothes cleaned and hands sanitised following incident. • Complete an accident form and return to the volunteer co-ordinator within 24hrs of the event.
Post work party	Wardens	<ul style="list-style-type: none"> • Allow only one person at a time into the tool storage area. • Ensure handles /locks / keypads for doors to stores sanitised before and after entering. • Return tools to outside tools store and sanitise or take home and sanitise. • Any member who develops symptoms following a work party should inform the work party organiser and volunteer co-ordinator immediately so members can be informed for track and trace. • Send / email completed site safety assessment to volunteer co-ordinator.
Hand Sanitiser / gels	Wardens	<ul style="list-style-type: none"> • Due to the high alcohol content, 5L sanitiser should be kept in a container suitable for fuel storage at the depot / garage. • Wardens should follow guidance note on use of alcohol hand and disinfectant spray to avoid burns.