

# HEALTH AND SAFETY RISK ASSESSMENT: SERVICE – TEAM

Person responsible: <b>David Wynn (Operations Officer)</b>	Place: <b>Scolton Manor House, Café, Stable Block &amp; Walled Garden</b>	Assessed By: <b>David Wynn</b>  Date: <b>03.05.22</b>
Manager: <b>Mark Thomas</b>	Task, Activity or Situation: <b>Site Visit – Manor House, Stables &amp; Walled Garden</b>	Re-assessment date: <b>03.05.23 (or sooner if work activity changes)</b>

Risk = severity x likelihood	Severity of harm		
Likelihood of occurrence	(1) Slight (All other injuries and illnesses)	(2) Serious (Over 3 day injury or serious illness)	(3) Major (Death or major injury)
(1) Low (Harm will seldom occur)	Low (1)	Low (2)	Medium (3)
(2) Medium (Harm likely to occur)	Low (2)	Medium (4)	High (6)
(3) High (Harm certain to occur)	Medium (3)	High (6)	High (9)

HAZARD	WHO MIGHT BE HARMED AND HOW?	EXISTING CONTROL MEASURES	RISK (severity x likelihood)	WHAT MORE NEEDS TO BE DONE TO CONTROL THE RISK?	BY WHOM? BY WHEN?
Vehicles moving around the site	All site users	<ul style="list-style-type: none"> <li>Speed limit signs</li> <li>Designated paths for pedestrians between site attractions</li> </ul>	4 (2 x 2)	<ul style="list-style-type: none"> <li>Possible use of traffic calming measures eg. speed humps</li> <li>Warnings to speeding vehicles</li> </ul>	Site Supervisor

Slips, trips & falls	All site users	<ul style="list-style-type: none"> <li>• General vigilance by site users</li> <li>• Warning signs to make visitors aware of any potential hazards</li> <li>• Restrict access to areas in extreme circumstances</li> <li>• Monitor areas and conditions eg. light levels in house</li> <li>• First aid kit</li> </ul>	1 (1 x 1)	<ul style="list-style-type: none"> <li>• Constant vigilance by staff</li> </ul>	<i>Site Supervisor</i>  <i>Front of house staff</i>
Cuts & abrasions	All site users	<ul style="list-style-type: none"> <li>• General vigilance by site users</li> <li>• Provision of first aid kit</li> </ul>	1 (1 x 1)	<ul style="list-style-type: none"> <li>• Continual condition checks</li> </ul>	<i>Site Supervisor</i>
LPG Compound	All site users	<ul style="list-style-type: none"> <li>• Hood locked</li> <li>• Warning signs</li> <li>• Compound locked</li> <li>• Public access to area restricted</li> </ul>	4 (2 x 2)	<ul style="list-style-type: none"> <li>• Constant vigilance by staff</li> <li>• No smoking sign in proximity of gas tank</li> </ul>	<i>Site Supervisor</i>  <i>Café staff</i>

General site maintenance	All site users	<ul style="list-style-type: none"> <li>Warning signs</li> <li>Work areas taped off</li> <li>No equipment left unattended</li> </ul>	1 (1 x 1)	<ul style="list-style-type: none"> <li>Constant vigilance by staff</li> </ul>	<i>Site Supervisor</i>  <i>Park Officer</i>
Apiary	All site users	<ul style="list-style-type: none"> <li>Warning signs</li> <li>Public access to area restricted</li> <li>Provision of first aid kit</li> </ul>	1 (1 x 1)	<ul style="list-style-type: none"> <li>Constant vigilance by staff</li> </ul>	<i>Site Supervisor</i>
Covid-19	All site users & staff members	<ul style="list-style-type: none"> <li>Regular cleaning schedule of public and staff areas using appropriate cleaning materials</li> <li>Provision of appropriate PPE for staff</li> <li>Maintenance of two meter social distancing requirements for staff members, volunteers &amp; public</li> <li>Appropriate information / guidance signage displayed</li> <li>Limiting site visitor numbers &amp; review of group visits</li> </ul>	4 (2 x 2)	<ul style="list-style-type: none"> <li>Provision of additional hygiene stations around site</li> <li>Follow applicable guidance issued by Welsh Government</li> </ul>	<i>Site Supervisor</i>  <i>Museum Staff</i>