

Pitshanger Allotment Conservation Association - PACA - Generic Risk Assessment		Date of Assessment: 20th August 2018
RISK ASSESSMENT		
Common Hazards	Standard Control Measures	Further Action / Comments
Slips trips and falls	Maintain paths / mow / keep clear of debris	Take extra care after snowfall, as any objects left on pathways will be hidden.
Cuts	Wear appropriate clothing and gloves at all times. Take care with sharp tools.	First Aid Box located in shed behind the Trading Hut for the use of all ploholders
Broken glass/glass bottles/ broken plant pots	Remove from site. Each allotment tenant must take responsibility for their own plot	
Plastic, metal, material and wooden debris	Remove from site as part of general rubbish clearance	
Site specific hazards	What is the danger?	Additional local control measures
Bonfires/Barbeques	Risk of burning or damage to property / risk to health / risk to wildlife	Bonfires to be lit away from property Check wind and wind direction before lighting and during the bonfire. Check bonfires for wildlife before lighting. Tenants to ensure they have a means to extinguish the fire should the need arise
Emergency contact details	Plot tenants need to know who to contact in emergencies	Emergency contact details contained on the
Communal pathways	Danger of slips and trips	To be kept mown and clear of debris
Compost bins / manure storage	Risk of splinters from wooden structures	Compost bins should be checked and made safe and manure should be covered.
Ditches	Risk of injury	Ensure you are aware of the location of ditches located near your plot. Test any bridges for safety before crossing
Vehicles on site	Speed limit of 5mph on site and communal pathway through park leading from car park	Speed limit signs to be displayed on vehicle access gate. Hazard warning lights to be activated whilst on site
Chemical storage	Explosion, fires, burns	Not to be kept on site
Fuel storage	Explosion, fires	Not to be kept on site
Gates / hedging / fencing	Scratches, bruises and other injuries	Check for loose hinges, awkward locks, unsafe structure, ease of use. To be kept clear and well
Main Gates	Intruders / General Public gaining entry	All ploholders have an obligation to ensure the main gates are locked after entry and exit
Children	Children utilising plots as a playground	All ploholders to supervise any children on site at all times
Glass and metal	Cuts and Tetanus	All ploholders have a responsibility to remove broken glass
Animals	Bites / Stings / Disease	No animals to be kept on site without written permission of the PACA committee
Water troughs	Drowning / sickness from drinking dirty water / contamination	Water troughs to be kept free of litter and not contaminated by chemicals or debris. Children
Refuse	Slips / trips /disease	To be removed from site by each allotment holder
Structures / sheds / polytunnels	Collapse, splinters	All structures to be well maintained by allotment tenants. Size of allowed structure shown in PACA rulebook. No structure to be constructed without written permission of the PACA committee
Vermin / Insects	Diseases / bites	All allotment tenants to monitor continuously and report any significant sightings to the PACA
Water storage	Collapse, trips	Rainwater to be stored in specially designed water butts
Wood (used)	Danger of tetanus	Check for rusty nails
Pesticides (weedkillers, fungicides, rodenticides, soil treatments, wood preservers)	Poison and contamination of water supplies / environment	Always use pesticides as a last resort. Identify the pest correctly. Determine if pesticides are actually required. Advise other allotment holders if you are intending on using pesticides.
Stakes, canes and poles	Eye injury or cuts	Allotment tenants should cover protruding ends with plastic caps/bottles
COMMENTS / ADDITIONAL INFORMATION		
<ul style="list-style-type: none"> <li>Each allotment holder responsible for their actions and use of allotment gardens</li> <li>Each allotment holder is responsible for their health and safety and the health and safety of others</li> <li>Continued misuse of allotment gardens or careless actions towards others may result in eviction from the site if deemed</li> </ul>		
<b>N.B:</b> The main focus of undertaking risk assessments is to identify areas where there is a significant risk, with the requirement to identify and		