

	Risk assessment	Location Naturewise Community Forest Garden SA43 1EW	Date: updated June 2025
	Visitors to site Volunteers/ Groups hiring site and open days , event days children and their parents or guardian	Directors: Claire Turner / Raphaelle Fieldhouse	Emergency contacts

Hazard/ activity	Persons affected	Effect of hazard	What are you already doing	What action is necessary	How will you put the assessment into action Actions by whom	By when whom
Irritant plants	Children/ adults	Irritant / painful	Alerting all to the possibility of getting stung suggest avoiding, difficult areas. Clearing pathways and activity areas of bramble, stinging nettles & hogweed.	Making everyone aware of them & able to identify. Suitable First Aid provision.	Volunteer coordinator or activity leader, gives verbal warning with new people at start of any induction or workshop and at entrance to site small sign with risks of site.	Directors
Stinging & biting insects	Children/ adults	Irritant / painful	Alerting all to the possibility of getting stung suggest avoiding, difficult areas. Clearing pathways and activity areas of wasp nests. Check activity area for ant nests.	Making everyone aware of them. Suitable First Aid provision.	Volunteer coordinator or activity leader, gives verbal warning with new people at start of any induction or workshop and at entrance to site small sign with risks of	Directors

					site.	
Uneven surface (particularly second field: Cae Isaf)	Children / adults especially people with mobility issues.	Falling, tripping & slipping	Mowed paths, and even accessible path	Make all aware of uneven surfaces and muddy areas	Volunteer coordinator or activity leader, gives verbal warning with new people at start of any induction or workshop	
Low level obstacles	All, especially people with poor vision.	Falling, tripping & slipping	Structures with guy ropes have bright ribbons on guy ropes. Activity leader to ensure that items aren't left on the floor / paths or areas of traffic after the activity is finished.	Make all aware of obstacles	Activity leader	
Stairs	People with mobility issues, poor balance	Falling, tripping & slipping	Provision of Level Access toilet as alternative to stepped main toilet.	Good signage and verbal directions to suitable toilets.	Volunteer coordinator or activity leader, gives verbal warning with new people at start of any induction or workshop	
Head-height obstacles	Adults, people with poor vision	Head injuries	Regularly check & prune overhanging trees. Make sure nothing is hung over paths.	Make all aware of obstacles – sloping gutter from roundhouse, Kiwi & grape supports.	Volunteer coordinator or activity leader, gives verbal warning with new people at start of any induction or workshop Paint obstacles bright colours / have warning signs.	

Outdoor Fire	All	Burns	Using Fire safety procedures which is an A4 coated sheet with photos - which clearly states seating to be 1.5 meters from fire, bucket of water by fire, wet cloth over bucket, materials not left as trip hazard by fire, hair away/ up, keep safe distance. No crossing about fire pit, walk around the back. No one other than named people to be attending fire. Safety procedure always out by fire pit	Lighting fire in an area free of mud. In barred off areas away from public. Taking wood away from site when finished. Putting out fire at end of fire session with water. No one who has had alcohol to be in charge of fire.	Reiterate in agreement where to place fire bowls, to put a slab in woods Claire inform fire attendants of procedures Get out fire safety info pre sessions	fire attendant
Outdoor fire	Property / wildlife	Fire damage	To use fire bowl on specific dedicated locations on site, ground protected with concrete slab. Small fire bowl in woods. Check in woods for over-hanging branches. Clear dry materials from ground in immediate vicinity of fire area. Bucket of water by fire, wet cloth over bucket, materials not left as trip hazard by fire.	Lighting fire in an area free of mud. Taking wood away from site when finished. Putting out fire at end of fire session with water. No one who has had alcohol to be in charge of fire.	Reiterate in agreement where to place fire bowls, to put a slab in woods Claire inform fire attendants of procedures Get out fire safety info pre sessions	Fire attendant

Outdoor fire	All	Noxious fumes	Only use natural fuel (wood, twigs, paper, dried leaves, untreated timber) NO painted or treated timber, materials with binders or coatings.	State in Fire Safety information.	Directors to amend Fire Safety info	Fire attendant
Indoor fire / stove	Children/adults/ pets/ property.	Damage to property.	Metal bucket and trowel used for clearing out ashes. Remove ashes before setting fire so that they are cold. Nominated fire attendant to be responsible for setting, lighting & stoking fire. No liquid fuel to be used. Only natural wood-based fuel to be used – do not dispose of rubbish especially cans & aerosols in the fire.	Combustible materials (including firewood, paper etc) to be kept 600mm distance from the stove.	Directors to amend Fire Safety info	Fire attendant
Indoor Stove	All	Carbon Monoxide poisoning	Carbon Monoxide alarm fitted.	Check fire is drawing sufficiently – open vents if necessary.	Set dates to regularly check battery status of alarm	Directors
Naked flames	All	Burns/ damage to property	No unattended candles – use LED alternatives. Candles to only be used in a protective container such as a jar, in an area clear from flammable materials, where there will be minimal movement of people/ secured		Activity leaders	On the day

			in a way that people cannot accidentally trip or knock the container.			
Kelly kettle / rocket stove	Adults	Being burnt / scalded	Inducting people into use of equipment	Maintain equipment No one who has had alcohol to be in charge of fire.	User of equipment to check equipment	On day
Leaving the site.	Child	Access to road	Gate to road is locked. The garden has clear and obvious boundaries. Make clear to parents and children where the boundaries of site are.	If playing own games to ask them what they agreed to (stay in garden) and that all children will be accompanied by the parent when arriving & leaving.	Ask Parents to be responsible for looking after children near boundaries and other hazards	On day
Weather adverse conditions	All	Getting too cold or wet or hot / burnt in sun	Everyone is responsible for bringing their own clothes for all types of weather and sun cream and hat. We provide shelter from rain and sun	Activity leaders to make sure everyone is aware of taking breaks from extreme weather. Offering: sun cream, water, warm fire as weather condition dictates. If weather was hazardous the directors/ activity leaders would decide to cancel the session	Session leader	Night before if possible
Allergies to animal faeces	Anyone with allergy	Illness, shock	Animals are monitored and on a lead on site – therefore there should be no dog faeces, but there may be badger and fox faeces as it is 5 acres with long grass it can be taken out if it	Ask people using site to report sightings of animal faeces, which would be removed by activity leaders. If unexpected allergy arose we would deal with it as first aid and	Volunteer coordinator / activity leader	Before session check paths

			cannot be seen. There are paths through the site which are monitored and kept clean.	emergency procedure. Phone for ambulance, keep person comfortable, phone parent.		
WATER on site streams and ponds	Children / vulnerable adults	Drowning	Main Pond in top field: Cae Uchaf has clear gate and dead hedge surrounding it. Pond dipping/ observation activities to be led by activity leader with all participants closely supervised. Cae Uchaf pond is deep but not too deep for an easy rescue by able-bodied supervisor. Streams very shallow and not very accessible because of massive vegetation and wire fencing near any long banks – making rescue hazardous. Second pond, Cae Isaf has dead hedge barrier and mesh gates currently. Sign at small pond, with rope barrier and very little water.	Inform all parents and children of dangers Gates to be made this summer 2025	For circumstances where a parent is responsible for their own child in a visit to the Garden then: Tell parents that the pond is deep no child is allowed by pond unsupervised. Tour of site to include awareness to parents of all dangerous areas and what is required of them – with small children. All children to be informed that the Western stream is completely out-of-bounds.	
Serving of food	Anyone eating food with intolerance or allergy	Allergic reaction	Label contents of all prepared food, keep labels of bought food. make label that says if people have allergies better to	Put labels by foods. Train food servers on cross-contamination.	On day, before day	

			provide own food.			
Serving of food	Anyone eating food	Food poisoning	Suitable hand washing facilities for all. Hot food to be kept above 63°C Good standards of food hygiene by the serving & preparing people.	Nominated Food Hygiene person to train/ inform team.		
Poisonous Plants	Anyone eating poisonous plant material.	Illness/ poisoning	Verbal warning at start of new groups that certain plants are poisonous. Suitable supervision of foraging activities.	Clear identification of known poisonous plants onsite.	Activity leaders	
Compost toilet	Small children	Falling down toilet	Providing child seat. Instructions Instructing everyone visually at location of how to use the compost toilets effectively to reduce mishaps	Notice that small children must be accompanied by parent	Activity leaders	