

Belfast Hills Partnership

Risk Assessment Covid19 - Volunteering Outdoors Location: Outdoors

Date Completed

Signed:

This is for BHP staff working with volunteers and specifically addresses risks of Covid-19 – previous Risk Assessments covering other risks still apply.

As always BHP staff will given a H&S talk at the start of all tasks, which will include the risks associated with Covid19.

Severity Rating	Likelihood Rating	Final Score
1= Minor	1 = Low	1 - 2 = No Action, low priority
2 = Serious	2 = Moderate	3 - 4 = Low priority action
3 = Major	3 = High	5 - 6 = Medium priority action
		7 - 8 = High priority
		9 = Urgent action / avoid

Personnel Code	
Staff	S
Public	P
Contractors	C
Volunteers	V

Activity	Risks Involved and Personnel at Risk	Severity rating (S)	Preventative measures already in Place	Likelihood rating (L)	Score SxL	Actions required	Revised Score SxL
1. General	Catching Covid-19 – S P & V	3	If volunteers are not feeling well (in any way whatsoever) they should step down from volunteering for any role. No one should feel duty bound - there are many others who are well & available to help. <u>Follow all up to date government guidelines and advice regarding when to self isolate, social distancing and travel</u>	1	3	ALL ACTIONS REVIEWED AS GOVERNMENT GUIDANCE CHANGES If a volunteer finds out that they have Covid19 they are asked to contact BHP so they can confidentially inform the other volunteers who were present at the same task in line with the principles of track and trace.	
	Spreading Covid-19 – S P & V						
			Volunteers will be asked to follow Coronavirus (COVID-19) hand washing and infection control measures at all times , including every time they enter or leave a premises, site or encounter others. ♦ Wash hands frequently.				

2. Use of tools	Catching Covid-19 – S P & V	3	<ul style="list-style-type: none"> ◆ Use hand sanitizer frequently where handwashing facilities are not available. ◆ Cough or sneeze into a tissue or your elbow. ◆ Dispose of tissues in a waste bin. ◆ Maintain social distancing in line with latest government guidelines. ◆ Avoid touching your eyes, nose and mouth. ◆ Volunteers to be issued their own gloves which they are to keep and bring back to each task. 	1	3	No further action required
	Spreading Covid-19 – S P & V	3	<p>Tools should only be handled with gloves on. If tools are used within 72hrs of another person they will be sanitized before use.</p> <p>Volunteers are to collect, use, transport and return the tool that they are using for the task from the van/lockup themselves so that no one else is touching the same tools.</p> <p>Tools are not to be shared/passed about. If on the rare occasion this is not practical the tool will be sanitized with antibacterial spray or wipes before use.</p>	1	3	No further action required
	Spreading Covid-19 – S P & V	3	<p>When surveying/ undertaking tasks on sites with volunteers ensure that gvt guidance is followed at all times, including the size of the group and social distancing.</p> <p>Choose sites and times which has plenty of space and will allow a good spread of volunteers minimize other users / visitors.</p>	1	3	No further action required

	S P & V	3	<p>When preparing for an activity staff should travel around the car parks etc. to judge whether visitor numbers are high, and be ready to postpone until another day if need be.</p> <p>Choose routes which will minimize contact either through popularity or breadth of path.</p> <p>Avoid contact with open surfaces such as gates, stiles etc. without gloves etc.</p> <p>Avoid bottleneck areas if possible.</p> <p>Wait until people are past until you go through restricted narrow paths.</p> <p>Look ahead for groups of people and be ready to turn back or choose another route if required.</p>	1	3	No further action required	
4. Refreshments	Catching Covid-19 – S P & V	3	<p>Volunteers are to bring their own refreshments including drinks.</p> <p>Individually wrapped snacks will be made available as well.</p>	1	3	No further action required	
	Spreading Covid-19 – S P & V	3	<p>Everyone should wash or sanitize their hands before any refreshments.</p> <p>Hand sanitizer will be made available, however individuals will be encouraged to bring and use their own sanitizer to minimize the number of people touching the bottle of sanitizer.</p>	1	3	No further action required	
5.Car sharing	Catching Covid-19 – S P & V	3	<p>You should try not to share a vehicle with those outside your household or support bubble. If you need to do this, try to:</p>	1	3	No further action required	
	Spreading Covid-19 – S P & V	3	<ul style="list-style-type: none"> • share the transport with the same people each time • keep to small groups of people at any one time 	1	3	To be kept under review	

			<ul style="list-style-type: none">• open windows for ventilation• travel side by side or behind other people, rather than facing them, where seating arrangements allow• face away from each other• consider seating arrangements to maximise distance between people in the vehicle• clean your car between journeys using standard cleaning products - make sure you clean door handles and other areas that people may touch• ask the driver and passengers to wear a face covering				
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General statement:

The Belfast Hills Partnership will do everything possible to ensure that it creates and maintains a safe working environment for its volunteers and staff. It is however every individual's responsibility to be sensible and ensure that they do not attend if they are displaying any symptoms, have been advised by their doctor that they should be shielding or are at particular risk. Everyone must work together to ensure that social distancing is adhered to, failure to do so could result in individuals being asked to leave the task.

Thank you for your help and support during these strange days to keep us all safe and the Belfast Hills a better place to visit.