

Suffolk Tree Warden Network

Tree Warden Risk Assessment

Activity location:				
Assessment carried out by:			Date of assessment:	
Safety checklist	Dealt with?	Details		Briefed others?
Telephone (nearest public or mobile: check signal)				
Nearest first aid				
Nearest water				
Nearest toilet facilities				
Protective clothing				
All names known				
Hazard	Risk*	Who is at risk?	Precautions taken to reduce risk to an acceptable level	Completed
Tools		Tree Wardens Other volunteers	<ul style="list-style-type: none"> Power tools must not be used. Ensure that everyone knows what tools are available and how to use them. Keep sharp edges and points protected and facing away from people. Maintain a distance of at least 2 tools length from others when working. Be aware that in wet weather, or when wearing gloves, your grip on tools may be reduced. 	
Contact with tree branches, twigs and thorns		Tree Wardens Other volunteers	<ul style="list-style-type: none"> Advise of the risk of eye injury and cuts from thorns and branches, especially blackthorn, that can easily cause infection. Wear eye protection if necessary. Remove thorns from skin immediately. 	
Muscle / back strain from digging		Tree Wardens Other volunteers	<ul style="list-style-type: none"> Ensure that safe and correct digging and lifting techniques are used at all times. Take a break if tired and avoid twisting your trunk and lifting with a bent back. 	
Lifting and carrying		Tree Wardens Other volunteers	<ul style="list-style-type: none"> Always bend your knees and keep a straight back when lifting. Share loads and use wheelbarrows to reduce weight as much as possible. 	

Contact with soil borne micro-organisms		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Wear gloves to prevent contact with soil. • Where possible use feet/tools to move/firm soil. • Any existing cuts or broken skin should be covered prior to work commencing and fresh cuts should be washed and promptly covered. • Ensure that tetanus protection is up to date. 	
Litter		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Be aware that discarded used hypodermic needles or broken glass may be present in soil or grass. • Always wear stout leather gloves when working near the ground. • Provide a solid container for sharp items and mark it clearly before arranging disposal. 	
Passers-by		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Keep paths clear of tools and arisings. • Be prepared to explain the role of Tree Wardens and what the activity is about. • Avoid being drawn into arguments or disputes. 	
Weather		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Encourage people to wear appropriate clothing and footwear. • Stop work if conditions become adverse. 	
Slippery ground, slopes and edges		Tree Wardens Other volunteers	<ul style="list-style-type: none"> • Survey ground and identify trip hazards. Cordon-off or mark with tape. • Wear non-slip footwear with good ankle support. • Be particularly careful when carrying tools. 	
Public highway / traffic		Tree Wardens Other volunteers Members of public	<ul style="list-style-type: none"> • Do not work next to the highway unless in agreement with the Highway Authority and with the appropriate risk assessment. • Always wear high visibility jackets. • Keep footpath/bridleway clear and watch out for walkers and riders. 	
Other (anything else you identify)				

* For Risk, enter low, medium or high as applicable.