RISK ASSESSMENT FORM FOR WORKERS

SECTION ONE - PERSONAL DETAILS

Title (eg. Mr) _____ Forename _____ Surname _____ Date of Birth _____

Support or access needs _____

FOR THE STAFF MEMBER UNDERTAKING THE RISK ASSESMENT

It is your responsibility to decide, with the young or vulnerable person, whether or not it is safe to allow the service user to undertake the following tasks. Please sign and date those activities the service user can undertake once they have received the correct training, supervision, equipment and accreditation from a staff member. The volunteer must sign these activities too.

You must ensure that:

(a) you feel confident in the service users' capacity to undertake the task,

(b) the service user fully understands their risk and responsibility too.

SECTION TWO— ESSENTIAL TRAINING

The staff member and service user must sign and date to show when and who gave them the following training, only after they have received this training can they participate in such 'risk' activities. Participation will still be determined by the staff member on the day:

CAFE

- O Serving Customers……...
- O Use sharp tools, eg cheese grater…….
- O Use hot water / food…….

FARM

- O 'Animal Entertainments' …….
- O Leading Farm Animals……

GARDEN

- O Pitchforks, spades and sharp tools ……..
- O Using Lawnmower……..

STABLES

- O Leading horses t o fields, for Pony Rides and in Lessons……....
- O Entering horses' stables…….
- O Green Card recipient ……..

OTHER TOOLS AND EQUIPMENT

- O Ladders……..
- O Power Tools……..
- O DIY Equipment…….
- O The John Deere……..

SECTION THREE - KEYS

O A set of Keys may be assigned to me, leaving me responsible for locking animal cages and protected areas after they have been in use. I am also responsible for returning these Keys to a member of staff at the end of the day…….

SECTION FOUR - DECLARATION

Student Signature: _____ Date _____

I have been made aware of the risks at Deen City Farm and how my work will be controlled to minimise any risk.

Farm Department Signature: : _____ Date: _____

This form will be stored on your personnel file or your volunteer file at the Farm, in accordance with the Data Protection Act