

Risk Assessment – Small Tools and Equipment

**Small Tools & Equipment Risk Assessment**

<b>Tool / Equipment</b>	<b>Bill Hook</b>				
<b>Hazard / Risk</b>	<b>Persons at Risk?</b>	<b>Initial Risk Rating</b>	<b>Normal Control Measures</b>	<b>Additional Control Measures</b> <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	<b>Residual Risk Rating</b>
<p>Incorrect or improper use of bill hook.</p> <p>Resulting in cuts grazing and / or bruising.</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity</p>	Medium	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• Ensure all tools are well maintained.</li> <li>• Tool only used in designated area, unless approved and supervised by designated leader..</li> <li>• 'No running' policy in vicinity of those using tools.</li> <li>• No glove needed on hand using tool, helping hand gloved.</li> <li>• First aid kit kept close to hand.</li> <li>• Blade covered when not in use and stored in tool bag.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals as required.</li> <li>• Visual check of tools before use.</li> <li>• Any child behaving inappropriately stopped.</li> </ul>	Low

Risk Assessment – Small Tools and Equipment

Tool / Equipment	Bow Saw				
Hazard / Risk	Persons at Risk?	Initial Risk Rating	Normal Control Measures	Additional Control Measures <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	Residual Risk Rating
<p>Incorrect or improper use of bow saw</p> <p>Resulting in cuts and / or grazing.</p> <p>When cutting branches on tree – risk of falling branch hitting someone. Cuts and bruises.</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity – children are likely to be working in pairs.</p>	<p>Medium</p>	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• Ensure all tools are well maintained.</li> <li>• ‘No running’ policy in vicinity of those using tools.</li> <li>• No glove needed on hand using tool, helping hand gloved.</li> <li>• First aid kit kept close to hand.</li> <li>• Blade guard used when not in use and stored in tool bag / box.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals as required.</li> <li>• Visual check of tools before use.</li> <li>• Check blade tension.</li> <li>• Any child behaving inappropriately stopped.</li> </ul> <p><b>When used outside a designated area:</b></p> <ul style="list-style-type: none"> <li>• Ensure other members of group are aware of location and remind others in area to stay clear.</li> </ul> <p><b>If sawing branches from a tree:</b></p> <ul style="list-style-type: none"> <li>• Ensure all equipment and persons are unlikely to be damaged or hurt when it falls.</li> </ul>	<p>Low</p>

## Risk Assessment – Small Tools and Equipment

Tool / Equipment	Loppers				
Hazard / Risk	Persons at Risk?	Initial Risk Rating	Normal Control Measures	Additional Control Measures <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	Residual Risk Rating
<p>Incorrect or improper use of loppers,</p> <p>Falling branches.</p> <p>Resulting in cuts and bruising.</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity</p>	<p>Medium</p>	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• ‘No running’ policy in vicinity of those using tools.</li> <li>• No gloves needed both hands using tool.</li> <li>• First aid kit kept close to hand.</li> <li>• When not in use stored in tool bag / box.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals.</li> <li>• Any child behaving inappropriately stopped.</li> </ul> <p><b>When used outside a designated area:</b></p> <ul style="list-style-type: none"> <li>• Ensure other members of group are aware of location and remind others in area to stay clear.</li> </ul> <p><b>If sawing branches from a tree:</b></p> <ul style="list-style-type: none"> <li>• Ensure all equipment and persons are unlikely to be damaged or hurt when it falls.</li> </ul>	<p>Low</p>

## Risk Assessment – Small Tools and Equipment

Tool / Equipment	Sheath Knife				
Hazard / Risk	Persons at Risk?	Initial Risk Rating	Normal Control Measures	Additional Control Measures <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	Residual Risk Rating
<p>Incorrect or improper use of knife. Potential risk of cuts or wounding.</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity</p>	<p>Medium</p>	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• Used only in a designated area unless approved and supervised by leader.</li> <li>• ‘No running’ policy in vicinity of those using tools.</li> <li>• No glove needed on hand using tool, helping hand gloved.</li> <li>• Tools maintained / sharpened during extended use.</li> <li>• First aid kit kept close to hand.</li> <li>• Kept in sheath when not in use and stored in tool bag / box.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals as required.</li> <li>• Any child behaving inappropriately stopped.</li> </ul>	<p>Low</p>

## Risk Assessment – Small Tools and Equipment

Tool / Equipment	Stick Peeler				
Hazard / Risk	Persons at Risk?	Initial Risk Rating	Normal Control Measures	Additional Control Measures <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	Residual Risk Rating
<p>Incorrect or improper use of stick peeler.</p> <p>Risk of cuts and grazes.</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity</p>	<p>Medium / low</p>	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• Work only in designated area.</li> <li>• 'No running' policy in vicinity of those using tools.</li> <li>• No glove needed on hand using tool, helping hand gloved.</li> <li>• First aid kit kept close to hand.</li> <li>• When not in use stored in tool bag / box.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals.</li> <li>• Any child behaving inappropriately stopped.</li> </ul>	<p>Low</p>

## Risk Assessment – Small Tools and Equipment

<b>Tool / Equipment</b>	<b>Mallet</b>				
<b>Hazard / Risk</b>	<b>Persons at Risk?</b>	<b>Initial Risk Rating</b>	<b>Normal Control Measures</b>	<b>Additional Control Measures</b> <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	<b>Residual Risk Rating</b>
<p>Incorrect or improper use of mallet</p> <p>Risk of bruising / fractures</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity.</p>	Medium	<ul style="list-style-type: none"> <li>• Safety talk given and followed.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• 'No running' policy in vicinity of those using tools.</li> <li>• No glove needed on hand using tool, other hand gloved.</li> <li>• First aid kit kept close to hand.</li> <li>• When not in use stored in tool bag / box.</li> <li>• Tools counted in and out each session.</li> <li>• Adult supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals.</li> <li>• Any child behaving inappropriately stopped.</li> </ul>	Low

## Risk Assessment – Small Tools and Equipment

Tool / Equipment	Storm / Kelly Kettle				
Hazard / Risk	Persons at Risk?	Initial Risk Rating	Normal Control Measures	Additional Control Measures <i>Ensure these are considered and amended before any individual activity is undertaken.</i>	Residual Risk Rating
<p>Incorrect or improper use of Kelly Kettle</p> <p>Risk of burns from fire and hot metal sides.</p> <p>Risk of scalding from water and steam</p>	<p>Children &amp; Adults</p> <p>Person using tool and those in close proximity</p>	<p>Medium</p>	<ul style="list-style-type: none"> <li>• Safety talk given and followed</li> <li>• General fire precautions adhered to (see separate risk assessment and policy / procedure.)</li> <li>• Ensure it is on a sturdy level non flammable base (it has a high centre of gravity).</li> <li>• Ensure cork is removed from spout and spout is pointing away from individuals using the kettle.</li> <li>• Feed flames through chimney.</li> <li>• Make sure air hole opposite side to spout.</li> <li>• Do not leave unattended.</li> <li>• Use fire safety gloves when handling.</li> <li>• Safe working area maintained clear of obstacles and safe working distance maintained.</li> <li>• 'No running' policy in vicinity of Kettle</li> <li>• First aid kit kept close to hand.</li> <li>• When finished maintain adult supervision whilst kettle cools..</li> </ul>	<ul style="list-style-type: none"> <li>• Check understanding with individuals.</li> <li>• Any child behaving inappropriately stopped.</li> </ul>	<p>Low</p>