

HEALTH & SAFETY RISK ASSESSMENT FORM

Please refer to the guidance notes when completing this form.

Service or location:

Rural Care, Church Farm, Ardeley and Aldenham Country Park, Elstree, both locations are in Hertfordshire

Assessed by: Ann De Bock

Date assessment completed: 08.09.23

Date to be reviewed: 08.09.24

STEP 1: Describe the activity or premises being assessed - COSHH

Church Farm is a 175 acre mixed farm which is open to the public for walks, training and farm activities. There is a shop and café open to all which sells products from the farm. Sheep, cattle, goats, pigs and poultry are all reared on the farm and can easily be viewed by the public and some fields are accessible to the public. In addition to livestock Church Farm has 12 acres set aside for growing vegetables, a fruit orchard, a nut orchard and several woodland areas.

The farm offers an internship scheme to volunteers, most of whom live on-site, and these interns carry out much of the work at Church Farm.

Both sites have large areas of open water

Rural Care is a project for people with learning disabilities and/or mental health issues. Some activities take place at Aldenham Country Park. The project offers real life work experience to participants as a method of building confidence and engaging with other people, animals and the wider community.

Under the supervision of experienced staff, participants partake in all aspects of work around the farm which includes areas for growing vegetables, raising livestock, woodland management and helping in the farm café and store.

Rural care is housed in wooden sheds, close to where some animals are kept for the visiting public to view. The area is partly paved but also has some loose gravel in other areas. Rural Care has its own allotment abject to the main building. At Church Farm Rural Care has its own kitchen and toilet block. There is a separate area for schools with a work shop in a metal container.

In this risk assessment only assesses common substances and hazards used by Rural care on a regular basis.

STEP 2: Identify the hazards associated with the activity or premises			STEP 3: List the control measures already in place	STEP 4: Rate the risk
Hazards	Outcome	People or property at risk	Control measures	Rating
I. General I.1 Dust from: Straw and hay Poultry dust Mud dust Vegetable dust (wood and animal feed dust) Airborne contaminants (gas, vapours, spays, mist, smoke, fumes) Mould and Spores	Inhalation: <ul style="list-style-type: none"> • lung disease • cancer • asthma • allergic reactions • irritation • death 	<ul style="list-style-type: none"> • Co-Farmers • Volunteers • Staff • Visitors 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • Sheds are cleaned out daily to reduce built up of dust. Adequate ventilation when mucking out or bedding down. Doors and pop holes are open at all times. Other ventilation holes could be opened up. • Dust levels were assets by H&S advisor as not too high. Anybody who can wear a dust mask can especially those with pre – existing conditions. • If possible spraying water on the dust e.g woodchips to reduce the dust, mould and spore levels. • Where exposure to dust can't be avoided, to be for as short as possible and the correct PPE to be worn e.g. feed been put in the hoppers, sanding. • Where broken asbestos is suspected a manager needs to be made aware of this immediately, 	B3

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			who will take appropriate action and contact a qualified firm to deal with it.	
1. General 1.2 Old rusty objects	<ul style="list-style-type: none"> • Injection: Tetanus infection 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers • Visiting public 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • All workers are advised to have an in-date tetanus jab certificate for themselves, Co-Farmers and volunteers in line with NHS guidance. 	A3
2. Animal care tasks excluding vet medication 2.1 Diatomaceous earth: Mite powder	<ul style="list-style-type: none"> • Inhalation: mild irritation • Absorption: mild irritation in eyes 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • To be used sparingly and only when necessary to avoid frequent use 	C3
2. Animal care tasks excluding vet medication 2.2 Disinfectant: Jeye's fluid	<ul style="list-style-type: none"> • Ingestion: Harmful • Absorption: irritation of skin/seriously damage eyes 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • To be diluted by staff • To be used sparingly and only when necessary to avoid frequent use 	B3
2. Animal care tasks excluding vet medication 2.3 Foot spray: Foot Master	<ul style="list-style-type: none"> • Ingestion: harmful • Absorption: mild skin and eye irritation. • Inhalation harmful Oxytetracycline 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3

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	hydrochloride may possibly affect development and/or reproduction. Methanol may affect the liver.			
2. Animal care tasks excluding vet medication 2.4 Flystrike treatment: Crovect	<ul style="list-style-type: none"> • Ingestion: Harmful • Absorption: Skin and eye irritation • Inhalation: Harmful 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • Flystrike treatment only to be used by authorised staff not by Co-Farmers. Staff to be made aware of safety data sheet and wear personal protective equipment including safety glasses. • Wear eye protection, protective clothing, rubber gloves and boots when applying flystrike treatment. • Wear a disposable mask when applying as a fan-spray for the prevention of blowfly strike. 	B3
2. Animal care tasks excluding vet medication 2.5 Iodine	<ul style="list-style-type: none"> • Ingestion: harmful. May cause burns to digestive tract • Absorption: severe irritation and burns • Inhalation: severe respiratory tract inflammation 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3

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2. Animal care tasks excluding vet medication 2.6 Liquid egg wash: Biolink	<ul style="list-style-type: none"> • Ingestion: nausea and discomfort. • Absorption: Skin irritation • Causes serious eye damage I include stinging, tearing, redness, swelling, blurred vision and Permanent eye damage 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers • Visiting public 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • To be diluted by staff 	C3
2. Animal care tasks excluding vet medication 2.7 Lubricant	<ul style="list-style-type: none"> • Ingestion: mild irritation • Absorption: mild skin irritation 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3
2. Animal care tasks excluding vet medication 2.8 Marker: Marksman	<ul style="list-style-type: none"> • Absorption: mild irritation to the skin or eye 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3
2. Animal care tasks excluding vet medication 2.9 Wormer	<ul style="list-style-type: none"> • Ingestion: Harmful • Absorption: Skin and eye irritation • Inhalation: Harmful 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	B3
3. Cleaning tasks 3.1 Cleaning products and disinfectant including washing up liquid, hand soap, antibacterial surface spray, floor cleaner	<ul style="list-style-type: none"> • Ingestion: Harmful • Absorption: irritation of skin/seriously damage eyes 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	B3

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3. Cleaning tasks 3.2 Sterilising tablets: Miltons	<ul style="list-style-type: none"> • Ingestion: emesis or if not • Absorption: slight skin irritation. mild to moderate irritation (e.g. redness, stinging to eyes). • Inhalation: slight irritation and asthma like symptoms 	<ul style="list-style-type: none"> • Staff • Co-Farmers • Volunteers 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. 	B3
4. Horticultural tasks 4.1 Pesticide: slug pellets	<ul style="list-style-type: none"> • Ingestion: Systemic:, Salivation, Vomiting, Abdominal pain, Flushing, Cetonuria, Headache, Somnolence, Muscle twitching, Hyperthermia, Disorientation, Tremors, Convulsions, Acidosis, Coma, Respiratory failure • Absorption: irritation to skin and eyes. 	<ul style="list-style-type: none"> • Co-Farmers • Volunteers • Staff • Visitors 	<ul style="list-style-type: none"> • Limited use of organic, non-toxic slug pellets to small areas. • Staff to keep Co-Farmers away from areas slug pellets are used. • Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3
4. Horticultural tasks 4.2 Rodenticide: Mouse and Rat Bait	<ul style="list-style-type: none"> • Ingestion: vomiting, harmful • Absorption: irritation and harmful 	<ul style="list-style-type: none"> • Co-Farmers • Volunteers • Staff • Visitors 	<ul style="list-style-type: none"> • All mouse and rat bait in tamper proof stations. • Supervision is in place at all times when Co-Farmers are using COSHH items. 	B3

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4. Horticultural tasks 4.3 Seeds: Some seeds can be treated and coated in fungicides or pesticides	<ul style="list-style-type: none"> • Ingestion: vomiting, harmful • Absorption: irritation and harmful • Inhalation: irritation and harmful 	<ul style="list-style-type: none"> • Volunteers • Staff 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • Rural Care Co-Farmers not to use seeds that have a fungicide/pesticide coating on it. • Limited use of treated seeds and the use of them to be phased out. • Treated seeds can be toxic. Butyl rubber or pvc gloves and a disposable mask to be worn when filling the seed drill. Wash hands and exposed skin before meals, after work and after dealing with seed spillages. Empty treated seed bags must be disposed of and never reused for another purpose. Seed spillages must be cleared asap as it would be harmful to children, game, wildlife and animals. If you feel unwell seek medical advice, take the seed bag with you with the seed treatment used. 	B3
5. Maintenance tasks 5.1 Paints: Water and oil-based paints and preservatives, including gloss paints and varnishes	<ul style="list-style-type: none"> • Inhalation: Dizziness • Ingestion: Severe sickness or death • Absorption: Irritation of skin 	<ul style="list-style-type: none"> • Co-Farmers • Volunteers • Staff 	<ul style="list-style-type: none"> • Supervision is in place at all times when Co-Farmers are using COSHH items. • Workers only to work in enclosed spaces for limited periods of time and not with solvent based paints 	B3

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			http://www.who.int/occupational_health/publications/airdust/en/	
5. Maintenance tasks 5.2 Glue: including PVA, wood glue, spray adhesive, glue gun sticks, all-purpose glue	<ul style="list-style-type: none"> Inhalation: headache, dizziness, sneezing, nasal discharge, nose and throat pain Ingestion: nausea Absorption: irritation of skin/ temporary irritation of eye, tearing and blurred vision 	<ul style="list-style-type: none"> Co-Farmers Volunteers Staff 	<ul style="list-style-type: none"> Supervision is in place at all times when Co-Farmers are using COSHH items. 	C3
5. Maintenance tasks 5.3 Super glue	<ul style="list-style-type: none"> Inhalation: allergic reactions, asthma Ingestion: glue will go solid and might adhere to mouth wall, will lift after 2 days Absorption: Irritation of the skin and eye irritation 	<ul style="list-style-type: none"> Volunteers Staff 	<ul style="list-style-type: none"> Co-Farmers not to use super glue. 	B3
5. Maintenance tasks 5.4 WD40	<ul style="list-style-type: none"> Ingestion: Severe sickness, headaches, nausea, dizziness, irritation of the respiratory tract, damage to central nervous system Absorption: dermatitis Ingestion: Nausea, 	<ul style="list-style-type: none"> Co-Farmers Staff Volunteers 	<ul style="list-style-type: none"> Supervision is in place at all times when Co-Farmers are using COSHH items. 	B3

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	vomiting, diarrhoea, aspiration			
5. Maintenance tasks 5.6 White spirit	<ul style="list-style-type: none"> Inhalation – dizziness, drowsiness, irritation of the throat, nose Ingestion – abdominal pain, heart problems, Absorption: skin irritation and eye exposure may cause an immediate stinging and burning sensation and tearing 	<ul style="list-style-type: none"> Staff Co-Farmers Volunteers Visiting public 	<ul style="list-style-type: none"> Supervision is in place at all times when Co-Farmers are using COSHH items. Only Co-Farmers deemed competent to use white spirit under supervision. 	

STEP 3: List the control measures already in place
<p>General Control measures for the farm</p> <ul style="list-style-type: none"> Hazardous substances are eliminated where possible and replaced, Work methods are designed to control exposure at source and have minimum exposure (duration, frequency and level). Where necessary processes are enclosed to reduce the potential of exposure to people in proximity Where necessary a benchmark of exposure will be set and Workplace Exposure Limits (WEL) are adhered to Control measures take into account all routes of exposure e.g. inhalation, absorption, ingestion and injection. Control measures need to be proportionate to the health risk and consider long term (chronic) and short term (acute) health effects. Personal Protective Equipment PPE is used as a final control measure as recommended on MSDS sheets including Respiratory Protective Equipment (RPE). PPE is only effective if there is proper selection, fitting, use, storage, checking, maintenance and training in place Control measures are reviewed for their effectiveness.

- Adequate supervision is provided and supervision is increased for young and inexperienced workers.
- MSDS sheets for the most common substances are in a folder in the office.
- Staff can access the internet or ask a manager to get the MSDS sheet for unfamiliar substances.
- Staff, volunteers and Co-Farmers receive COSHH training an induction and then yearly.

- Adequate first aiders on site
- Health surveillance isn't deemed necessary as all jobs at Church Farm and Aldenham Country Park are very varied.
- Fire fighting equipment in place and regularly checked.

- COSHH items to be stored in a dry, well ventilated and secure store.
 - Always store upright with the lids firmly secured. Protect from extremes of temperature
 - Disposal requirements followed in MSDS sheet. Dispose of waste as special waste via a licensed waste contractor
- Spill kit to be at hand to clear up spillages. Spillages should be contained and cleaned up using absorbent pads. These should then be placed into a suitable container for disposal.

General Control Measures in place around Rural Care

- Supervision is in place at all times when Co-Farmers are using COSHH items.

STEP 5: Reviews and action taken to reduce the risks		
Actions to be taken	Person responsible	Date to be completed by
Reviewed	Ann	16.02.15
Added ratings and cleaning products.	Ann De Bock	06.01.16
Reviewed	Ann De Bock	17.10.16
Reviewed	Ann De Bock	08.09.17
Updated with further common substance we use and control measures	Ann De Bock	26.06.18
H&S advisor from NHC visited the chicken sheds to investigated levels of dust. Dust	Ann De Bock	08.18

STEP 5: Reviews and action taken to reduce the risks		
Actions to be taken	Person responsible	Date to be completed by
levels are to an acceptable level to not routinely wear dust masks. Only if required for assessments and people with pre-existing conditions should wear dust masks.		
2.5 Flystrike treatment: Crovec control measures adapted	Ann De Bock	17.09.19
4.3 Treated seeds and their specific control measures added	Ann De Bock	31.05.20
COSHH cupboard in container 11 and all paints are stored in there	Ann De Bock	02.09.21
Reviewed	Ann De Bock	30.11.21
Reviewed	Ann De Bock	20.03.22
General Control measures for Rural Care added to General Control Measures as much was repeated	Ann de Bock	24.09.22
Reformatted to put control measures in main table	Aimee Lauezzari	28.09.22
Added 4.2 tamper proof rat and mouse bait boxes, 4.3 phasing out of coated seeds, 5.3 Super glue not to be used by Co- Farmers to the control measures.	Ann De Bock	08.09.23

Severity of the hazard's outcome	
A	Death, major injury, major damage or loss to property or equipment.
B	Injury lasting over three days, moderate damage or loss to property or equipment.
C	Minor injury, minor damage or loss to property or equipment.

Likelihood of outcome occurring	
1	Extremely likely to occur.
2	Likely to occur frequently or often.
3	Slight chance of occurring.

Priority for action	
A1	UNACCEPTABLE Must receive immediate action to remove the risk or stop the activity.
B1/A2	URGENT Must receive attention as soon as possible to remove hazard or reduce the risk.
A3/B2/C1	IMPORTANT Must receive attention to remove the hazard or reduce the risk.
B3/C2/C3	LOWER PRIORITY To receive attention after other priorities.