

Risk Assessment

Site Location	LEAST FARLEIGH	Date of last assessment	20/9/19	Date of new assessment	1/6/2020
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Activity/Situation	ARCHAEOLOGICAL EXCAVATION				
Leader STEVEN CLIFTON	Assistants		Other Invited Persons		

How To Use This Form

1. Identify potential hazards e.g. walking on roads, sunburn, getting lost, travelling on a ferry.
2. Identify those at risk
3. Identify potential outcome and its likelihood and give a numerical value. Multiply your two values to arrive at your risk rating.
4. Where the risk is medium or high, either identify over-leaf the action required to reduce the risk or do not proceed with the activity.

Hazards Identified (Note: Any serious and imminent danger - will need a procedure, etc.)	Persons at Risk	Potential Outcome	Likelihood / Probability	Risk Rating	Risk L/M/H
1 COVID19	6	4	1	4	L
2 SLIPS TRIPS & FALLS	"	3	2	6	M
3 SUNBURN/GIANT HOSWEEED BURN	"	1	4	4	L
4 INJURY FROM TOOLS	"	2	2	4	L
5 DEHYDRATION	"	2	2	4	L
6 ANIMALS - IE SNAKES OR DOGS	"	3	1	3	L
7 PERSONAL HEALTH AND FITNESS	"	4	2	8	M
8 MANUAL HANDLING	"	3	2	6	M

Initials / Full Name of Persons at Risk	
	NICK HILL & KIM HILL
	TONY
	CAROL
	MIKE LOCKETT
	TANYA PAGE

Potential Outcome	Numerical Value
Minor injury	1
Injury needing medical attention	2
Injury - off work/school 5 days	3
Serious injury/long term sickness	4
Fatality	5

Risk Rating	
1-5	Low
6-12	Medium
12+	High

Likelihood/Probability	Numerical Value
Unlikely	1
Low possibility	2
Possible	3
Probable	4
Near certainty	5

Risk Assessment Action Plan

To be completed for all Medium/High Risk activities

Activity Hazard/Situation	Actions Required	New Risk Rating Acceptable Y/N	Target Date
1	COMPLY WITH 2M RULE WHERE POSSIBLE & ENCOURAGE FREQUENT HAND WASHING.	Y	1/6/20
2	KEEP A TIDY SITE AS FAR AS POSSIBLE.	Y	1/6/20
7	ENSURE CONSTANT MONITORING ENCOURAGE PLENTY OF WATER DRINKING	Y	1/6/20
8	DISCOURAGE LIFTING OF HEAVY OBJECTS, ENCOURAGE TEAMWORK.	Y	1/6/20.

Assessment and Action Plan Prepared by

STEPHEN CLIFTON

Date

1/6/20

Next Assessment due

1/6/21

EMERGENCY CONTACT NUMBERS

999.

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