

Model Risk Assessment for volunteers undertaking site visits and surveys at the coast

This Risk Assessment is for volunteers carrying out monitoring and recording of heritage sites at the coast. It should be used in conjunction with SCAPE's Health and Safety Statement for volunteers and with SCAPE's Guidelines for volunteers for keeping safe at the coast. This document will be periodically reviewed to ensure it remains fit for purpose.

This document is a model risk assessment to ensure that volunteers are aware of the main risks of fieldwork at the coast and can take sensible measures to avoid and reduce them. It is based on a model risk assessment prepared by the Health and Safety Executive. It is not comprehensive, and it is your responsibility to adapt it for your purposes.

The location (postcode or grid reference) of the nearest vehicular access to the survey is: _____

The nearest Accident & Emergency facility is: _____

I have packed a first aid kit: First Aiders are: _____

Type of fieldwork activity	Walkover survey
Location of fieldwork	Coastal zone. Different physical environments of the coastal zone include cliff edge, coast edge, dune, marsh, beach, and intertidal zone. The beach and intertidal area may be sandy, pebbly, rocky or muddy.
Description of fieldwork activity	
Undertake walkover surveys in the coastal zone to locate recorded heritage sites and unrecorded heritage sites. Carry out simple condition surveys and photographic surveys of coastal heritage sites.	

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What are the hazards?	Who might be harmed and how?	How serious is the risk	What needs to be done to control the risk	Action by whom?	Action by when?	Risk after control implemented
<p>Lone working</p> <p>(lone working is not unsafe, but there are circumstances where lone working increases risks)</p>	<p>Volunteer.</p> <p>Increased risk of a situation developing into a serious incident.</p>	High	<p>Tell someone where you are going and approximately how long you will be. Remember to check in with them on your return.</p> <p>Take a fully charged mobile phone.</p> <p>Take a good map (e.g., OS Land Ranger) and identify potential places along your route to get help if necessary.</p> <p>Look after yourself by being aware of risks and avoiding unsafe and potentially unsafe situations.</p>	Volunteer	<p>Prior to setting out.</p> <p>During survey.</p>	Low
Unstable cliffs and coastal sections	<p>Volunteer. Members of the public.</p> <p>Material falling onto the volunteer or others.</p> <p>The volunteer falling as a result of unstable coast edges.</p>	High	<p>Never climb up or down cliffs or coastal sections to gain access to an area or site. Even if they appear stable, assume they are not.</p> <p>Carry out your survey and take photographs from a safe distance.</p>	Volunteer	During survey	Low

What are the hazards?	Who might be harmed and how?	How serious is the risk	What needs to be done to control the risk	Action by whom?	Action by when?	Risk after control implemented
Slippery rocks and uneven ground.	Volunteer. Injury as a result of falling.	High	Take great care on wet or seaweed covered rocks. Wear suitable footwear. Look where you are going.	Volunteer	During survey	Medium
Incoming tides.	Volunteer. Stranded by incoming tide.	High	<u>Always</u> check tide tables before going out on a survey. http://www.bbc.co.uk/weather/coast_and_sea/tide_tables/7 Keep an eye on the state of the tide. Ideally carry out your survey on a falling tide. If you are in an area of shipping/ large ferries, be aware of the danger from sudden large waves caused by boat wake.	Volunteer.	Prior to setting out. During survey	Low
Dangerous and unstable structures and buildings.	Volunteer. Members of the public. Injury as a result of falling masonry or other debris. Trapped as a result of structural collapse. Injury from falling as a result of failure of structure.	High	Never attempt to gain access or approach a ruinous structure or building. Even if they appear stable, assume they are not and take great care. Carry out your survey and take photographs from a safe distance.	Volunteer	During survey	Low

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Wild animals	<p>Volunteer. Animals.</p> <p>The volunteer may be harmed as a result of aggression from a frightened or injured animal.</p> <p>The animal may be harmed as a result of defensive action by a volunteer.</p>	High	<p>Keep dogs under control.</p> <p>Avoid disturbing a wild animal, especially if they have young. Never approach a wild animal.</p> <p>Report injured, stranded or dead animals to the SPCA (animal helpline 0300 099 9999)</p>	Volunteer	During survey	Low
<p>Livestock</p> <p>(in many parts of Scotland, livestock graze open coastal areas and shorelines)</p>	<p>Volunteer. Members of the public. Livestock.</p> <p>The volunteer may be harmed as a result of stampeding or aggressive behaviour from frightened livestock.</p> <p>Members of the public may be harmed as a result of livestock getting out of fenced areas.</p> <p>The animal may be harmed as a result of breaking through fences/hedges etc.</p>	High	<p>Keep dogs on a lead where livestock are present.</p> <p>Do not approach livestock.</p> <p>Take care when walking past or through areas where livestock are present. Keep an eye on them.</p> <p>Respect any warning signage regarding livestock.</p>	Volunteer	During survey	Low

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Potentially hazardous objects or waste, e.g., containers or drums; unexploded ordnance; unfamiliar objects or waste.	<p>Volunteer. Members of the public.</p> <p>The volunteer may be harmed as a result of contact with hazardous objects and waste.</p> <p>Members of the public may be harmed as a result of contact with hazardous objects and waste.</p>	High	<p>Do not touch containers, drums or any unfamiliar objects.</p> <p>Report potential unexploded ordnance (e.g., bombs, mines) immediately to your local police.</p> <p>Report potentially hazardous objects and waste to your local SEPA office as soon as possible https://www.sepa.org.uk/contact/.</p>	Volunteer	During and after survey.	Low
Being outside in wet/cold/hot weather for long periods.	<p>Volunteer.</p> <p>Hypothermia or becoming chilled as a result of exposure to cold or wet.</p> <p>Sunstroke and sunburn as a result of exposure to strong sunlight.</p> <p>Dehydration as result of not drinking enough when outside for long periods.</p>	Medium	Plan your trip. Wear suitable clothing, including hat and footwear. Take adequate water, food and sun cream. Take breaks.	Volunteer	Prior to survey	Low

Note any additional hazards here.

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