

This risk assessment is unlikely to require day to day local review. However if any day or event specific qualifications are necessary, add them in the space provided.

ACTIVITY ASSESSED 4. COLLECTING AND RETURNING TOOLS TO STORE AT STANMORE COMMON	ASSESSOR STEPHEN BOLSOVER	ASSESSMENT DATE 11 th May 2016
HAZARD potential for harm	RISK LEVEL	PRECAUTIONS to remove hazard or reduce risk level. One precaution may tackle several hazards.
Trip hazard at entrance	L	The entrance, formed by a wooden palette, is slippery and broken in places. All wardens have been shown the entrance and are aware that they must be careful while unlocking the door and while taking out or returning tools.
Falling objects	L	Do not store sharp edged or sharp pointed tools propped up against the wall but rather leave them lying down, blade towards the wall. Other tools with heavy, potentially damaging ends (spades, forks, rakes etc.) should be lent against the wall with the heavy end on the floor; in the case of rakes, the tines should point in towards the wall.
RISKS AND PRECAUTIONS SPECIFIC TO THE DAY ASSESSOR ASSESSMENT DATE APPLICABLE DATES (This is likely either to be one specific day, or “until further notice”.)		

Risk level: L = Low, M = Medium, H = High