

Bacton Parish Council
Safety Risk Assessment Lone Worker

Adopted: 7 July 2025 **Minute reference:** 070725/70

Risk Assessment:

Severity:	Severity					Probability	1	2	3	4	5	LOW (1-4): May be ignored MEDIUM (5-9): Control measures Required HIGH (10+): Design out if possible
	1	2	3	4	5							
1. Slight (minor injury, first aid required).	5	5	10	15	20	25						
2. Moderate (minor injury, first aid/medical attention).	4	4	8	12	16	20						
3. Serious (injury, medical attention, 7 day absence).	3	3	6	9	12	15						
4. Major (serious injury/death).	2	2	4	6	8	10						
5. Catastrophic (number of casualties/deaths).	1	1	2	3	4	5						

Hazard	Potential injury....	Initial Assessment			Control Measure	Residual Assessment			Monitoring and Further Action Required
Collision or contact with road traffic	Collision/contact injuries	2	4	8	High vis clothing to be worn at all times while on duty.	1	4	4	Weekly visual inspection by Parish Warden reporting urgent problems to the Parish Clerk for rapid response, and making summary reports to regular Parish Council meetings.
Slips or trips or falls on uneven ground	Cuts, bruises, abrasions, musculo-skeletal injuries.	2	3	6	Appropriate safety protective footwear to be worn at all times. Staff to be aware of their surroundings	1	2	2	Any problem surfaces to be reported to the Parish Clerk for rapid response, and making summary reports to regular Parish Council meetings.
Injuries or Illness while working at seldom visited or potentially dangerous locations	Cuts, abrasions, infections contamination from rotting corpse	2	4	8	Litter grabber and appropriate protective clothing to be used. Do not collect syringes, sharps, unidentifiable or large awkward objects. Wash hands thoroughly with disinfectant soap as soon as possible when task is complete. Employee to familiarise themselves with what drug paraphernalia looks like	1	1	1	Weekly visual inspection by Parish Warden reporting urgent problems to the Parish Clerk for rapid response, and making summary reports to regular Parish Council meetings.

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					Employee to state location of item for removal and contact MSDC for removal				
Adverse weather conditions	Sunburn, Dehydration in hot weather. Slips, trips and falls on icy surfaces	3	3	9	Appropriate protective clothing to be worn and precautions appropriate to the weather conditions to be taken Visits where possible to be timed to avoid adverse weather.	1	5	5	Warden's reports to be supplied to Parish Council at regular meetings. PPE record to be held by Clerk and reviewed regularly
Injury or illness while working at seldom visited or potentially dangerous location	Cuts, bruises, abrasions, musculo-skeletal injuries, hypothermia, heat stroke,	1	4	4	Employee to carry a charged mobile phone as means of contacting employer or emergency services. Employee to notify a delegated person of planned route and start time and finish time. Delegated person to investigate if not re-contacted.	1	2	2	All incidents to be reported to Parish Clerk Immediately and to be included in regular reports to Parish Council and appropriate action taken by them.
Home Office	Slips, trips, falls, cuts, bruises, abrasions, musculo-skeletal injuries, repetitive strain injuries and eye strain	2	2	4	Employer to provide information and training with regard to workplace safety requirements (see hse.gov.uk) The employee should comply with those requirement Employer to ensure annual eye tests are carried out	1	1	1	Employer required to keep Employee up to date with current legislation on workplace safety

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Electrical equipment	Electrocution and/or burns	1	4	4	Ensure all electrical equipment provided by the Council is PAT (portable appliance test) tested regularly. Employee to make routine visual checks of the equipment being used to ensure no damage.	1	2	2	PAT to be carried out and report received by the Clerk at recommended intervals. Employer's liability insurance.
Water/ Leptospirosis	Drowning or infection.	1	4	4	Employee does not work alone in or near water.	1	2	2	Employee to adhere to terms of contract.
Use of powered tools, mechanical equipment.	Risk of injury, cuts, bruises, abrasions, penetrating injuries, burns. Musculo-skeletal injuries.	3	3	9	Appropriate protective equipment/clothing to be worn, safety boots/shoes, eye protection, face, head protection and hearing protection. Employee should receive appropriate training in the use of all equipment and or be experienced in the use of such equipment. Employee should be provided with all risk assessments pertinent to there work tasks.	2	2	4	Parish Clerk to monitor work practices of Parish Warden. Parish Clerk to report findings of such monitoring to the Parish Council.