

**Volunteer Litter Picking Information Sheet**

As the organiser please introduce yourself to the group and advise you are the lead volunteer before any litter picks take place. In general litter picks are a safe activity and it is very unlikely that anyone in the group would encounter any serious incidents or hazards.

Arrange a tool box talk for the group undertaking the litter pick **BEFOREHAND** to ensure that all volunteers know the risks and understand the control measures before clearing any litter.

Take this opportunity to allow the volunteers to ask any questions / report any incidents during the litter pick and show them how to use the equipment in a correct way.

Before the litter pick consider the following:

* Do a walkthrough of the area beforehand, risk assess, take notes and share with volunteers:
  + Look for site activity and conditions
  + Look for obvious slips, trips or falls and avoid area
  + Look for steep embankments and slopes and avoid area
  + Keep away from water courses, rivers, streams and canal areas
  + Other park users
  + Organised events within the area
  + Dogs on / off leads
* Has the correct Personal Protective Equipment (PPE) been discussed / provided?– eg Thick gloves, hi-viz vest ‘to be seen’, sensible sturdy footwear, weather appropriate clothing etc.
* Has the correct equipment been given out? – eg Litter pickers, plastic bags, brush, shovel etc.
* Do volunteers know how to use the equipment?
* Consider all the risks and hazards in the work area, eg hazardous waste, broken glass, avoid sharp objects, avoid dog waste, roads/cycle ways, thorny bushes, low branches, uneven ground, hidden bankings etc.
* Know how to report incidents or hazardous or unidentified waste
* Where to get first aid
* Where to meet up on completion of the litter pick
* Where to deposit bags of waste and mark bags containing sharp materials ie: glass
* Wear strong waterproof gloves
* Ask volunteers to bring a small handy bottle of non-alcoholic antiseptic hand gel whilst litter picking
* Avoid litter picking near main roads and keep to large open spaces / housing areas
* Do not litter pick if you suspect drug paraphilia
* Do not pick up needles. Telephone Contact Warrington on 01925 443322 immediately and we will remove
* Supervise all children

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| --- | --- | --- | --- | --- |
| Certain | 5 | Fatality | 6 | 2 x 3 = 6  Ie **LOW RISK** |
| Probable | 4 | Serious Disablement | 5 |
| Even Chance | 3 | Sprain, Major Cuts/Bruises | 4 | High Risk = 21 to 30 |
| Possible | 2 | Minor Cut/Strain | 3 | Medium Risk = 11 to 20 |
| Unlikely | 1 | Minor Bruises/Grazes | 2 | Low Risk = 2 to 10 |

Use the table below to score the risks in the **Risk Assessment Table**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Date | Phone | Location of Clean Up |

|  |  |  |
| --- | --- | --- |
| **Likelihood (a)** | **Severity (b)** | **Magnitude = a x b** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **HAZARD** | **RISK** | **CONTROLS** | **MEASURES TO REDUCE**  **EFFECT IN THE EVENT OF AN ACCIDENT** | **Score** | **Risk** |
| **Broken glass, sharp/rusty edges** | Cuts & infections | * Use litter pickers to pick up sharp litter. * All participants should have up to date tetanus protection. | Seek medical attention where appropriate.  Thoroughly wash any cuts or abrasions as soon as possible, however minor. |  |  |
| **Needles** | Cuts & infections | * Leave alone & report to council for removal. Telephone Contact Warrington on 01925 443322 | Seek medical attention where appropriate. |  |  |
| **Heavy/awkward to handle rubbish** | Pulled muscles & strains | * Extreme care to be taken, use good lifting practices and share the load with an appropriate number of people. * If too heavy to handle leave the object in place and report it to the organiser to arrange   removal by the council. | Stop immediately if suffering any pain or discomfort.  Seek medical attention if the ill effects persist. |  |  |
| **Batteries, asbestos & miscellaneous chemicals** | Potentially dangerous depending on condition | * Do not approach or remove any potentially hazardous waste. * Report to the council for disposal. | Seek medical attention if exposed to pesticides, insecticides or other chemicals – record any  label details. |  |  |
| **Ground conditions** | Sprains, muscle damage & broken bones. | * Avoid dangerous areas and choose the safest possible route over difficult ground. * Instruct volunteers to wear suitable footwear. | Thoroughly wash any cuts or abrasions as soon as possible, however minor.  Seek medical attention for any serious cuts, bruises or strains |  |  |
| **Highways vehicles, bicycles, plant and machinery** | Collision with moving traffic. | * Avoid close proximity to traffic if possible. * Stay off the highway. * Be alert to the potential presence of agricultural machinery. * Wear high visibility clothing provided * Do not work on pavements / highway verges if the speed limit is 40mph or over. * Be aware of the vehicles around you during the litter pick. * Keep a look out. * Children must not work by ANY road side | Seek medical attention in the event of injury. |  |  |
| **People, lone working** | Physical or verbal assault | * Be aware of aggressive and difficult people. * Withdraw rather than face conflict. * Do not work out of sight of others in the group. * Organiser/section leader to have mobile phone and share details with each other * Keep together and stay off private property. | Seek medical attention following any assault / injury. |  |  |
| **Animals – Domestic, wild & farm** | Lymes Disease carried by animal ticks & bites/scratches from animals | * Wear appropriate clothing. * Beware of loose dogs. * Avoid contact with animals. * Avoid contact with animal faeces. | Seek medical attention as soon as possible after being bitten or scratched. Wash hands immediately after contact with faeces.  Avoid touching eyes or mouth. |  |  |
| **Waterside diseases** | Weil’s Disease from rat’s urine | * Do not touch dead animals. * Cover any cuts or sores with a waterproof plaster before carrying out a litter pick. * Avoid getting hands wet in rivers, ponds or canals. | Seek medical attention where appropriate.  Thoroughly wash any cuts or abrasions as soon as possible, however minor |  |  |
| **Dog faeces** | Toxocara canis | * Do not touch dog faeces. * Always wear gloves and use a shovel when removing dog faeces. | Thoroughly wash your hands.  Thoroughly wash any cuts |  |  |
|  |  |  | or abrasions as soon as possible, however minor.  Seek medical attention where appropriate. |  |  |
| **Weather**  **Eg Thunder storms** | Various health issues | * Cease work in inappropriate conditions. * Avoid working in extreme conditions. * Dress for conditions & carry additional clothing. * In the event of extreme weather conditions the litter pick should be postponed or   abandoned | Seek medical attention where appropriate. |  |  |
| **Steep slopes / Uneven Ground** | Falls leading to sprains, muscle damage & broken bones. | * Instruct volunteers to stay away from these areas. * Do not litter pick on or close to the edge of steep slopes etc and below unstable slopes. * Take weather conditions and possible weather changes into account. * Seek medical treatment in the event of injury. * Take account of tides etc. DO NOT WORK NEAR WATER COURSES, RIVERS | Seek medical attention where appropriate. |  |  |
| **Electric fences** | Electrocution | * Always assume electric fences are live. * Warn volunteers not to touch electric fences * DO NOT WORK NEAR ELECTIC FENCING | Seek medical attention where appropriate. |  |  |
| **Water, marshes, bogs** | Hypothermia, drowning. | * Do not work near banks, especially if they appear unstable. Always work in pairs if close to water * Shower and change into warm dry clothing if immersed. * Never allow children to work in these areas. * Adults should be cautious & non-swimmer must not litter pick near water * DO NOT WORK NEAR WATER COURSES, RIVERS THAT CAUSE ANY RISK | Seek medical attention where appropriate. |  |  |
| **Hedges, fences, walls, ditches** |  | * Take care when climbing stiles particularly in wet weather. * Avoid climbing walls, ditches and fences. * Stay within the nominated location |  |  |  |
| **Tools, equipment** |  | * Team to be shown how to use equipment if appropriate. * Allow sufficient working area for the correct and safe use of the tool. * Use appropriate protection * First aid training. * Have first aid kit available. * Volunteers must use the equipment provided and as instructed. | Obtain medical attention in the event of injury. |  |  |
| **Trees, shrubs** | Trips, cuts & eye pokes | * Be alert to the risks and keep a look out for hazards. * Be aware of low hanging branches and exposed tree and shrub roots. | Obtain medical attention in the event of injury. |  |  |
| **Irritants, dangerous plants** | Poisoning, skin irritations or allergic reactions | * Wear the gloves provided. * Beware of dangerous plants and possible adverse reactions. * Wash thoroughly on completion of such operations. | Seek medical attention for unusual or suspicious symptoms after contact with vegetation. |  |  |

**On Completion of the Litter Pick Ensure:**

* Everyone washes their hands thoroughly as soon as possible after the litter pick and before taking any food or drink.
* Any wounds are redressed after cleaning and disinfecting if there has been any contact with water.
* Volunteers carry out a personal inspection for cuts etc.
* Report any hazardous items to the Council.
* All volunteers have reported back and all equipment is collected back in.
* All rubbish for collection has been left in the arranged pick up site.
* Any bags containing sharp material, eg broken glass, are clearly identified.