

Risk Assessment for Sawston Parish Council- Cambridge Road Cemetery December 2020

Location	What are the hazards?	Priority/Risk (L,M,H)		What further action is necessary?	Action by Who?	Action by When?
Cemetery	<ul style="list-style-type: none"> ▪ Lone/Remote Working 	Injury, Illness or incident	<ul style="list-style-type: none"> ▪ H 	<ul style="list-style-type: none"> ▪ A mobile phone must be carried at all times and they must inform another member of staff where they are 	Grounds Keepers/JK	Ongoing
	<ul style="list-style-type: none"> ▪ Falling branches/trees 	Death or major injury	<ul style="list-style-type: none"> ▪ L 	<ul style="list-style-type: none"> ▪ Trees checked yearly by Tree Officer at SCDC and monitored regularly by ground staff 	Grounds Keepers/ JK	Ongoing
	<ul style="list-style-type: none"> ▪ Unstable headstone, grave monuments and surrounds 	Fall, minor & major injury	<ul style="list-style-type: none"> ▪ L 	<ul style="list-style-type: none"> ▪ Headstones and surrounds to be check by ground staff every 6 months 	Grounds Keepers	Ongoing
	<ul style="list-style-type: none"> ▪ Fencing and walls 	Minor injury	<ul style="list-style-type: none"> ▪ L 	<ul style="list-style-type: none"> ▪ Inspected every 6 months and rapid response to any repairs 	Grounds Keepers	Ongoing
	<ul style="list-style-type: none"> ▪ Gates to cemetery 	Minor injury	<ul style="list-style-type: none"> ▪ L 	<ul style="list-style-type: none"> ▪ Inspected every 6 months and rapid response to any repairs 	Grounds Keepers	Ongoing
	<ul style="list-style-type: none"> ▪ Bins and seats 	Minor injury due to poor maintenance	<ul style="list-style-type: none"> ▪ L 	<ul style="list-style-type: none"> ▪ Inspected every 6 months and rapid response to any repairs 	Grounds Keepers	Ongoing
Cemetery Chapel	<ul style="list-style-type: none"> ▪ Lone/Remote Working 	Injury, Illness or incident	<ul style="list-style-type: none"> ▪ H 	<ul style="list-style-type: none"> ▪ A mobile phone must be carried at all times and they must inform another member of staff where they are 	Grounds Keepers/JK/ Cleaning staff	Ongoing