

## Risk Assessment for Sawston Parish Council- St Mary's Church December 2020

Location	What are the hazards?	Priority/Risk (L,M,H)		What further action is necessary?	Action by Who?	Action by When?
Cemetery	▪ Lone/Remote Working	Injury, Illness or incident	▪ H	▪ A mobile phone must be carried at all times and let someone know they are there	Grounds Keepers/JK	Ongoing
	▪ Falling branches/trees	Death or major injury	▪ L	▪ Trees checked yearly by Tree Officer at SCDC and monitored regularly by ground staff	Grounds Keepers/ JK	Ongoing
	▪ Unstable headstone, grave monuments and surrounds	Fall, minor & major injury	▪ L	▪ Headstones and surrounds to be check by ground staff every 6 months	Grounds Keepers	Ongoing
	▪ Fencing and walls	Minor injury	▪ L	▪ Inspected every 6 months and rapid response to any repairs	Grounds Keepers	Ongoing
	▪ Gates to cemetery	Minor injury	▪ L	▪ Inspected every 6 months and rapid response to any repairs	Grounds Keepers	Ongoing
Church Clock Tower	▪ Lone/Remote Working	Injury, Illness or incident	▪ H	▪ A mobile phone must be carried at all times and let someone know they are there	Grounds Keepers/JK/Church Staff & Maintenance men	Ongoing
	▪ Stairs up to the Bell Ringing Room	Injury or incident	▪ L	▪ Ensure the stairs are kept clear, no obstructions	Church staff	Ongoing