

# Safety Briefing Sheet

## Friends of Lincombe Barn Park & Woods

**Volunteer Activities:** Litter picking & woodland management

### 1. Welcome & Purpose

Thank you for volunteering to help care for Lincombe Barn Park & Woods. This safety briefing is to ensure everyone understands how to stay safe while taking part in activities.

### 2. Who This Applies To

- Adult volunteers
- Children (must be always supervised by a responsible adult)

### 3. Site Overview

The park includes:

- Woodland areas and a wildflower meadow
- Uneven woodland paths
- A stream running through the site down to the River Frome

### Key Risks:

- Slips, trips, and falls (especially on uneven or muddy ground)
- Water hazards near the stream
- Low branches and natural obstacles

### 4. General Safety Rules

- Always follow instructions from group leaders
- Stay within designated work areas
- Do not work alone – always stay in sight of others
- Children must remain under supervision
- Report hazards or injuries immediately

### 5. Personal Protective Measures

- Wear sturdy footwear (no open-toe shoes)
- Dress appropriately for weather conditions
- Wear gloves when handling litter or tools
- Consider long sleeves/trousers to avoid scratches and stings

### 6. Equipment Safety

Litter Picking Equipment

- Use litter pickers to avoid direct contact with waste
- Do not pick up sharp or hazardous items (e.g., needles, broken glass) – report to a leader
- Do not overfill sacks, tie securely when full

## Woodland Tools (Spades, Forks, Loppers)

- Only use tools if you are confident and instructed to do so
- Keep a safe distance from others when using tools
- Carry tools pointing downwards
- Do not leave tools lying on the ground unattended

## 7. Environmental Hazards

- Be aware of wildlife and avoid disturbing habitats
- Watch for stinging plants (e.g., nettles)
- Take care near the stream and river – no playing in or near fast-flowing water

## 8. Manual Handling

- Lift carefully using your legs, not your back
- Ask for help with heavy or awkward items

## 9. Hygiene

- Wash or sanitise hands after activities
- Avoid touching your face while working

## 10. First Aid & Emergencies

- A first aid kit will be available on site
- Inform a leader immediately of any injury
- In an emergency, leaders will contact emergency services

## 11. Safeguarding

- Children must be supervised at all times
- Report any concerns to a group leader

## 12. Weather Considerations

- Bring water and stay hydrated
- Use sun protection when needed
- Be cautious in wet or windy conditions

## 13. End of Activity

- Return all tools and equipment
- Ensure waste is properly collected
- Inform leaders before leaving the site

## 14. Acknowledgement

By participating, you agree to follow this safety guidance and support a safe environment for all.

Thank you for helping protect and care for Lincombe Barn Park & Woods!