



Task Risk Assessment
Task: Ladders & Working at height

Date: 26/11/2024

This risk assessment will be updated annually following a review or whenever further risks or control measures are identified.

Prior to the task taking place the task leader will assess the task and give a risk assessment briefing to all staff and volunteers to include use of tools, site conditions, manual handling etc.

PPE required to carry out this task:	None
Training required to carry out this task:	In-house training (e.g. have had instruction and understand how to use the equipment safely)
Can this task be carried out by a lone worker:	No
Minimum level of first aid required to carry out this task: (EFAW, FAW, FAW+F)	Emergency First Aid at Work

HAZARD Potential Harm	PEOPLE AT RISK	EXISTING CONTROL METHODS Staff and volunteers instructed or trained to:	FURTHER ACTIONS REQUIRED	CORRECTIVE ACTIONS		
				WHO	WHEN	COMPLETED
Adverse weather conditions: Injury resulting from extreme weather conditions.	Operator	Check weather forecast prior to starting work. Prepare for expected weather conditions e.g. sunscreen, extra water, extra layers or waterproofs. Monitor conditions throughout and stop if it becomes unsafe to continue.				
Unfamiliar and/or unsafe ladder: Injury		All ladders must meet BSEN131 standard All users of ladders must read, understand and adhere to the HSE guidance: Safe use of ladders and stepladders (INDG455)	If any defects are found on a ladder, do not use and report to line manager immediately			

		Check the ladder is in good condition before use (even after annual inspections)				
Slips and trips:	Operator	Wear appropriate footwear for the task and conditions. Identify uneven surfaces or trip hazards and maintain a clear working area. Designate areas to store tools, equipment and waste materials.				
Falling from height	Operator	Where possible, ensure the ladder is secured at all times Not use the top three rungs of the ladder Make sure the angle of the ladder is at 75 degrees Always maintain three points of contact at any one time Avoid carrying anything when climbing the ladder Avoid using ladders in strong winds				
Lifting / dragging: Sprains, strains.	Staff Volunteers	Not exceed personal capabilities. Adhere to guidance in the Manual Handling Risk Assessment Carry ladder down by your side, NOT up on shoulders	All LM staff to complete Manual Handling training on Sharepoint.	Tim Read	01/08/2024	
Electrocution	Operator	Avoid using the ladder near electrical lines or equipment – metal ladders conduct electricity				
Overreaching & sideways loading	Operator	Do not overreach – ensure belt buckle (navel) stays within the stiles Do not exert side-loading (e.g. sideways lean) on ladder				
Dropped item	Staff Volunteers	Ensure all other persons are stood clear of ladder, except for person footing the ladder who must remain vigilant at all times Do not carry items up ladder unless they are securely fastened				

The task covered by this risk assessment should only be carried out by a member of staff or volunteer who is trained and authorised to do so. If you have any medical condition which might increase the likelihood of an accident or injury resulting from carrying out this task then you must discuss this with and be authorised by your line manager, before you attempt the task.

	Assessment date	Assessor	Position
Initial assessment undertaken on	October 2009	Jo Clark	Head of Research
Review 1 completed:	17/10/2010	Steve Gregory	Ecologist
Review 2 completed:	25/11/2011	Chris Parker	Head of Land Management
Review 3 completed:	03/01/2013	Chris Parker	Head of Land Management

Review 4 completed:	03/02/2014	Steve Wrigley	Warden
Review 5 completed:	22/01/2015	Loretta Waters	Neighbourhood Wildlife Warden
Review 6 completed:	18/10/2016	Adam Reid	Warden
Review 7 completed:	05/07/2017	George Cooper	Land Management Apprentice
Review 8 completed:	26/11/2024	Tim Read	Countryside Manager