

Friends of Eastfield Park

HEALTH & SAFETY for VOLUNTEERS WHEN CHILDREN ARE PRESENT

All adults should read this

The Friends of Eastfield Park's Child Protection Policy does not permit its members to take responsibility for children working in the Park (unless they are their own children or grandchildren).

All child volunteers must be supervised by an adult who has the responsibility for taking care of the child, for example a parent, teacher or youth leader. This adult should decide which activities the child can participate in and what tools they are capable of using.

It is sensible for all volunteers to be up-to-date with tetanus injections - please take extra care if you, or those you are supervising, are not! Protective gloves are provided but it is your responsibility to wear suitable clothing and footwear for working outside in the Park. There are no toilets on the Park.

1. **Follow all instructions** given by the organiser or team leader. **Sign in** if requested.
2. **The adult in charge should** assess the competence of children to join in each activity and use the required tools. Power tools will not be used if children are present.
3. **DO NOT LEAVE TOOLS UNATTENDED** or anywhere they may be a hazard to animals, other volunteers or park users. **Leave rakes, forks, tools with blades, etc. in safe positions!**
4. **Take great care with sharp or pointed tools and when hammering or ramming** especially when working with or near children. Do not stand close to other people using tools. **Be aware of other volunteers and members of the public;** exclude the general public from the area if necessary.
5. **Work in groups always with an adult present.**
6. Politely explain what you are doing if asked; report threats to the Organiser; call Police if necessary.
7. **Do not strain to lift heavy items** – seek help or leave the object where it is. Use the wheelbarrow or sack barrow for heavy loads.
8. **Wear protective gloves** for picking up rubbish or working with soil or pond water. **Wear hard hats** if cutting down overhead branches and other protective clothing as required.
9. **Take care with sharp objects**, broken glass, etc., and dispose of them in the containers provided; **report needles to the Organiser.**
10. **Wash hands before eating or drinking.** Antibacterial lotion and/or water & soap are usually available for this purpose.
11. **Do not let children work in or near water.**
12. **Protect cuts from exposure** to soil and water.
13. **Take care to avoid falling branches**, etc. and do not work under trees in high winds.
14. Wear long sleeves when close to **hazardous plants**; check for **insects, thorns or sharp objects** when kneeling; beware of thorns and spikes when bending; beware of **overhanging branches.**
15. **Do not run or take short cuts** across areas where others are working.