Hazard and Risk	People at risk	Activity/Topic	Our Controls	Risk Level H/M/L	Target date & by whom
Apple Picking					Day of event
No set-up					
During event	Volunteers	Apple pickers	Children supervised by	L	RHSO volunteers
	Public		responsible adult.		
		Falling apples			
			Public to be instructed by		Hazel Mead/ Eric
		Falling branches	volunteers and volunteers		Buckmaster
			to be on lookout for		(instructions)
		Uneven ground	dangerous practice		
		Apples on ground	Broken branches to be		
			removed before event. Any		
		Membranes around	broken on day to be dealt		
		trees a trip hazard	with by RHSO volunteers.		< 1 week prior to
			Membranes cleared of grass		event
			so obvious to public.		
			Majority of fallen apples		
			raked or placed at base of		
			trees. Unrealistic to deal		
			with all. Site inspected for		
			large holes		Adrienne to
			Grass cut before event		
			Grass cut before event		contact STC

			LE DAT 5 OCTODEL 2024		
After event	Volunteers	Manual handling of apple boxes	Use trolleys where possible. Keep size of boxes to reasonable level.	L	Adrienne
			After event Ensure car/van as close to apple boxes as possible.		
Refreshments					
Prior to event	Volunteers	Urn	Safe site	L	Ruth B
		Gas	Correct connection	L	
			Heat hazard	Μ	
			Hygienic preparation		
During event	Public	Food/Drink	Volunteers to wear suitable	L	
			gloves. Anti Bac and Gel as		
			appropriate	L	
			Hygienic presentation Cakes/Jams/Preserves		
			prepared by volunteers	1	
				L	
After Event	Volunteers	Apple Juice	Commercially pressed		
		11	Residues and refuse	L	Eric B/Adrienne
		Clear up			
Site Safety					

During event	Volunteers	Uneven ground,	Entire event will be in	L	Adrienne/Eric
	Public	possibly slippery Weather conditions	daylight. Clear up fallen apples where	L	
		Low branches	seen		
		Trip hazards (tree stumps/ fallen fruit/ membranes around	numerous Site inspection to highlight any particularly bad holes	L	Site inspection 1-2 days prior to event.
		younger trees'	and fill in	L	
		Gazebos	Ensure correct installation		Adrienne/ Eric B
		Site clearance	Site inspection at end of day.	L	Adrienne / Eric B
After Event	Volunteers			L	
Apple press and scratter During event	Users (volunteers and public)	Crushing apples to pomace in scratter and pressing in spindle press. Juice may be consumed to taste.		М	Steve K & Lanier Rob
General considerations	Volunteers and public	Minor injuries	RHSO basic first aiders present		Robinne/Eric/ Colin/ Geoff /

RHSU – APPLE DAY 5° October 2024					
					Steve R
		Major injuries	Closest ambulance approach		
			along hospital access road		
			and on foot over bridge.		
			Ambulance access to		
			orchard impossible		
		Unfamiliar members	RHSO volunteers in high vis		
		of public	jackets to identify if needed.		
			Volunteers to be told how		
			to evacuate site if needed.		
Setting up and	Volunteers	Manual handling of	Get truck / cars as close to	М	Eric / Barrie/ Colin
putting away		heavy equipment,	location as possible.		
		especially gazebos			
			At least 2 people to be		
			involved in lifting gazebos		