FULFORD PARISH COUNCIL

Remembrance Lamp Post Poppies and Wooden Soldiers Risk Assessment

Hazard and risk	People at Risk	Fulford Parish Council Controls	Additional
Installation and removal of lamp post poppies - Falls from height - Falling objects - Manual handling injury	Employees/Contractors/Public	• Installation and removal to be carried out by competent persons using suitable equipment. • Appropriate access equipment to be used; no climbing on lamp posts, bins, benches or other unsuitable objects. • Work area to be kept clear and, where necessary, cordoned off while work is taking place. • Poppies and fixings to be carried and handled safely, avoiding overreaching. • Weather conditions to be considered before work starts; work postponed in high winds, heavy rain, ice or other unsafe conditions.	
Lamp post poppies and fixings - Falling or detached items - Injury to pedestrians/cyclists - Damage to lamp posts	Employees/Contractors/Public	• Poppies and fixings to be suitable for outdoor use and securely attached. • Fixings checked after installation and periodically while in situ. • Any loose, damaged or missing poppy/fixing to be made safe and repaired or removed as soon as practical. • Fixings must not obstruct access, visibility, signs, lighting equipment or maintenance access.	
Wooden soldiers in situ - Trips, slips and falls - Collision/contact injuries - Items becoming loose or displaced	Employees/Contractors/Public	• Soldiers to be positioned so they do not obstruct footpaths, entrances, visibility splays or other normal access. • Soldiers to be securely fixed or weighted so they cannot readily fall or be blown over. • Condition and stability checked regularly, particularly after adverse weather or reports of damage. • Damaged, unstable or displaced soldiers to be made safe and repaired or removed as soon as practical.	
Public interaction / vandalism - Injury from damaged items or fixings - Items being moved or removed	Employees/Contractors/Public	• Items inspected regularly during the period they are in situ. • Sharp edges, exposed fixings, splinters or other defects to be repaired or removed promptly. • Damage/vandalism formally reported and repaired or items removed where necessary. • Council responds to concerns from employees, contractors and members of the public.	
Manual handling - Strains and sprains - Crush injuries	Employees/Contractors	• Poppies, soldiers and equipment assessed before lifting or carrying. • Use team lifting or suitable handling aids for awkward/heavy items. • Avoid carrying loads over long distances where practicable. • Gloves and suitable footwear to be worn where appropriate.	
Traffic and pedestrians during installation/removal - Collision - Injury to workers or public	Employees/Contractors/Public	• Work to be planned to minimise obstruction of roads, footways and access points. • Appropriate warning signs/barriers or a safe working zone used where necessary. • Workers to remain alert to passing pedestrians, cyclists and vehicles. • No equipment or materials to be left where they create a trip or traffic hazard.	
Weather conditions - Wind causing items to fall or become displaced - Slips and falls - Cold/heat exposure	Employees/Contractors/Public	• Weather forecast and conditions checked before installation/removal. • Work stopped or postponed where conditions make the task unsafe. • In situ displays checked following strong winds or severe weather. • Any displaced or damaged item made safe promptly.	

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Lone working - Violence - Accident	Employees	See separate assessment on lone working. • Advised not to approach large gangs of people. • Emergency contact with the Police.	

Note: This assessment should be read alongside any relevant separate assessments, including lone working, and reviewed if the installation method, locations, materials or circumstances change.