



Friends of Wimbledon Park

FOWP Community Activity Risk Assessment: Tree Planting 02a

As the organiser of the tree planting you should ensure that all volunteers are aware of the hazards, know the risks and understand the control measures before planting trees. It is sensible to address all volunteers and introduce yourself as the lead volunteer or organiser, so they know who to go to with questions or to report an incident. You should also check that all volunteers know what equipment they must use and where they will be working. A register can assist management of the activity.

Name	Date	Time	Location of tree planting

Introduction:

Tree planting is generally very safe, and it is unlikely that you will encounter any serious hazards or incidents. The points below are just common sense and are worth considering ensuring your event runs as smoothly and safely as possible.

Respiratory diseases

Before planning for activities the organiser will study any advice for group activities such as the wearing of masks, lateral flow tests and social distancing. Once satisfied that the restrictions can be adopted whilst carrying out the activity it can go ahead.

Planting trees:

We will mostly use young saplings (whips) 60-90cm in size. This is because they are inexpensive, adapt quickly to the new conditions, don't require watering and grow at a fast rate. Within 10 years they should be well above your head. Larger trees have a more developed root system and need lots of care after planting. Without this, they can die or take longer to adapt to their new environment.

A guide to pit-planting:

- 1) Cut a square slightly wider than the roots of your tree and using a spade slice off any turf, turn it over and split it almost in half.
- 2) Dig a hole slightly deeper than the roots of your tree. Loosen the soil around the edges.
- 3) Put the tree in the hole and check the depth. Look for the "collar" – the mark on the tree from where it originally started to grow above ground. This should be level with the top of the soil. If a tree is planted too deep the stem may rot; too shallow and the roots above ground will die.
- 4) Hold the tree upright in the centre of the pit and gradually push back all the soil, pressing it down onto the roots. Don't compact the soil excessively as this will stop water and air circulation, but make sure your tree is steady.
- 5) Put the turf back over the hole with the split either side of the young tree, grass side down and tread down without damaging the bark of the young tree. No soil should remain on the surface.

Initial instructions:

- Have the correct Personal Protective Equipment – e.g. thick gloves (spare gloves will be available); sensible footwear, weather appropriate clothing;

- *Have the correct equipment for the task in hand such as barrows, spades and forks; you can bring your own but tools can be provided;
- Consider all the hazards and risks and get to know the work area;
- Check the area for hazards such as thorny bushes, low branches, uneven ground, hidden banks and undergrowth leading to tripping before proceeding;
- Tools left untidily can be a trip hazard so bear this in mind as you work and stand up tools when left for any time;
- Allow yourself space for working so you are not interfering with or harming anyone;
- Work should be rotated to allow rest from more strenuous tasks;
- Location of first aid should be identified.

On Completion of the Tree Planting Ensure:

- Everyone washes their hands thoroughly as soon as possible and before taking any food or drink.
- Any wounds are dressed after cleaning and disinfecting if there has been any contact with water.
- Volunteers carry out a personal inspection for cuts and injuries.
- All volunteers have reported back and all equipment is collected back in.
- The site is left clean and tidy.

**Note: the tree planting event may range from just a few trees to a thousand or more.*