

MARSTON FERRY AND BLACKHALL ALLOTMENT SOCIETY

HEALTH AND SAFETY GUIDE

Plot-holders are responsible for their own safety while working on the site, but this guide provides advice on how to minimise the risk of accidents and what to do if an accident does occur. You are advised to have a mobile phone with you and to wear gloves when working on your plot.

There are two first aid kits on the site located in the shelter. It is essential to clean cuts and grazes thoroughly with sterile water (in the kit) to remove all soil particles before covering with a plaster. Dirty wounds are vulnerable to Tetanus infection, which causes lockjaw. The three childhood Tetanus vaccinations now routinely given are adequate to provide lifelong protection, but since allotment-holders are a higher risk group, an adult booster is advised. No further booster is necessary after an abrasion.

For minor accidents requiring professional medical attention, ring the non-emergency number: 111. For more serious incidents requiring an ambulance ring 999; the emergency services will be able to locate the source of the call, but you can also describe the site as the north side of Marston Ferry Road, between Cherwell School and the river.

All accidents, however minor, must be recorded in the Accident Book. This is held by the Chair, Gillian Morriss-Kay. Please email her with details of the incident including place and time: gillian.morriss-kay@dpag.ox.ac.uk and inform her if any items used from the first aid kits need replacing.

It is preferable to use **power tools** only when there is someone else on the site who could be called on for help in case of an accident.

Chemical fertilisers and pesticides should be used according to the manufacturer's instructions and stored so as to avoid accidental spillage. Wear gloves when applying these.

Fuel must be stored in leak-proof containers, well away from areas where bonfires are lit. The minimum of fuel should be stored at the site.

Bonfires should be managed so as to avoid causing a smoke hazard to others and must not be left unattended. Plastic and other non-plant materials must not be burnt.

Wells should be identifiable and must be securely covered when not in use.

Paths between plots must be kept clear, e.g. of tools, and free of overgrowth by adjacent plants, e.g. fruit bushes.

Bear in mind that **tools** such as rakes and forks are potentially dangerous, especially when out of storage but not in active use.

Broken glass and other sharp items should be removed from plots so as not to cause a hazard. This and other rubbish should be wrapped and removed from the site or put in the skip on clear-up days.

As far as possible, ensure that there are no **loose items**, e.g. dustbin lids, that can be blown around the site in high winds.

Rats can cause disease. They are part of the natural ecosystem so it is not possible to keep the site 100% rat-free; however, if they become a nuisance on your plot, please contact Tom Stross (plot 49) tomstross@talktalk.net

Children are welcome on the site but must be supervised and not allowed to stray onto other plots.

Dogs brought to the site must be kept under control

Please contact a member of the committee if you have any problems.

Chair: Gillian Morriss-Kay (Plot 35) gillian.morriss-kay@dpag.ox.ac.uk 01865-315185 or 07762 829645

Secretary: Gill Edwards (Plot 32) marstonferry@gmail.com 01865 557556

Treasurer: Paul Blay (Plot 38b) paulblay@gmail.com 01865 556899

Others: Clive Booth (Plot 48a), Brian and Faith Fiddian (Plots 25a, 28c). Gary Gray (Plot 24) and Tom Stross (Plot 49)

Responsibilities of the committee

Use regular plot inspections to check that the above are complied with, short of looking inside sheds.

Use clear-up days to minimise health and safety risks and hazards that apply to the site as a whole and to aid individuals in minimising risks on their own plots.

Add well locations to the plot map on the notice-board.

Provide the Health and Safety Guideline sheet to all members.

Make a Health and Safety report to the AGM every year.