



<b>Activity:</b> Council Members & employees, Visitors and contractors	<b>Site:</b> Lyng Cemetery	
<b>People at Risk:</b> Staff and visitors.	<b>Additional information - Cemetery Risk Management Policy, Cemetery rules, memorial application form &amp; risk assessment form</b>	
<b>Contact Person</b> ...Jo Boxall.....	<b>Job Title:</b> .....Parish Clerk.....	<b>Date:</b> .....18 <sup>th</sup> May 2022
		<b>Review Date:</b> .....

## Risk Evaluation

Hazard	Risk	Initial Rating (L, M, H,)	Existing Control Measures	Final Rating (L, M, H,)	Additional Action Required (action by whom and completion date)
<i>Slips and Trips from uneven surface and cemetery ground</i>	<i>Sprains, fractures</i>	<i>M</i>	<i>Site regularly inspected. Defects reported immediately. Uneven graves filled to make ground even. Concerns reported to the Parish Clerk</i>	<i>L</i>	
<i>Trips from items placed on grave spaces</i>	<i>Sprains, fractures to visitors</i>	<i>M</i>	<i>Cemetery regularly monitored to prevent items being placed along grave space (cemetery rules) Concerns reported to Parish Clerk</i>	<i>L</i>	

<b>Hazard</b>	<b>Risk</b>	<b>Initial Rating (L, M, H,)</b>	<b>Existing Control Measures</b>	<b>Final Rating (L, M, H,)</b>	<b>Additional Action Required (action by whom and completion date)</b>
<i>Glass vases</i>	<i>Cuts from broken glass (vase may be broken when grass cutting)</i>	<i>M</i>	<i>No glass vases or jars allowed in the cemetery. Area regularly monitored and any glass containers found are removed and kept for collection by the family</i>	<i>L</i>	
<i>Memorials - instability</i>	<i>Toppling over and causing injury to persons in the cemetery</i>	<i>M</i>	<i>See Cemetery risk management policy Memorials regularly checked and concerns reported to the Parish Clerk for action as appropriate. Memorials identified as being a particular danger may be laid flat pending further action.</i>	<i>L</i>	
<i>Vehicles in cemetery</i>	<i>Injury to pedestrians from vehicles in cemetery.</i>	<i>M</i>	<i>Only funeral related vehicles allowed in the cemetery. Separate Car Park outside the cemetery.</i>	<i>L</i>	
<i>Grass cutting and grounds maintenance</i>	<i>Injury to operatives and visitors from projectiles (stones etc)</i>	<i>M</i>	<i>Approved contractor to carry out all grounds maintenance. Contractor to provide own risk assessment and proof of public liability insurance and safe working practices. Regular assessment of work. Cemetery rules prevents placement of stones/gravel on grave spaces</i>	<i>L</i>	
<i>Grave digging</i>	<i>Injury from badly dug / filled graves. (Trips and falls)</i>	<i>M</i>	<i>Funeral directors responsible for hiring own grave digger. Proof of public liability insurance and risk assessment should be provided.</i>	<i>L</i>	
<i>Dog mess</i>	<i>Danger of illness from dog mess</i>	<i>M</i>	<i>Dogs must be kept on a lead at all times when in the cemetery (cemetery rules)</i>	<i>L</i>	