

Millennium Farm Trust

GV11 Risk Register V10

Next review May 2026



Version Control Record			
Version number	Date of changes	Who	Review summary
01	24/10/19	Tim Freathy	Text changes following audit by Gruffyd Rowlands.
02	May 2020	Fergus Thoms	Text revisions in light of best practice (annual review)
03	20/06/20	Tim Freathy	Added Covid-19 Risk assessment
04	15/11/21	Tim Freathy / QA group	Text revision in light of current/best practice (annual review)
05	9/5/22	Tim Freathy /	Text revision following staff review Added revised Covid Risk assessment
06	30/5/22	Tim Freathy	Review following board meeting. Added trim trail risk assessment Removed garden pond risk assessment Added wildlife pond risk assessment
08	22/5/23	T Freathy	Amendments following QA subgroup.
09	09/07/24	K Allan / T Chapman	Amended equine risk assessment Added small animal house risk assessment Added events outside the farm with animal's risk assessment
10	December 6 th 2025	T Freathy	Amendments following bird flu outbreak in Whepstead.

Risk assessment – MFT at Rookery Farm

Date of risk assessment: 13/10/14

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Transport /car park	Farm helpers, staff and support workers may suffer serious injury if struck by a vehicle.	- Vehicle free zone in front of HQ - carpark clearly signposted - reversing delivery vehicles supervised.	- Introduce speed limit on driveway to overflow car park - Introduce hazard signs to alert drivers to possible pedestrians.	Tim / Farm Helpers	30/11/18	
Slips and trips	Farm helpers, staff and support workers may be injured if they trip over objects, twist ankles on uneven ground or slip on spillages.	- General good housekeeping is carried out. - All areas well lit, including yards and car parks. - Nothing left in walkways, deliveries stored immediately. - New tarmac/gravel paths are improved general access hugely. - H&S Policy practice adhered to.	- Lighting in front of HQ needs improving - Sunken drain needs attention	Board to authorize spend	QA group	Completed Juned 2022
Manual handling	Staff and farm helpers receiving back and neck injuries from lifting heavy loads (eg feed sacks). Possible minor injury (eg splinters and cuts) or skin irritation from moving materials. (eg fence posts)	- Sack barrows, wheel barrows and trolley available - No sacks over 25Kg - PPE (gloves) always available - H&S Policy practice adhered to.	- Consider training staff and farm helpers in safe handling of feed sacks. - Keep handling of heavy loads to a minimum – use trolleys/ wheelbarrows. - Lifting and moving items by farm helpers supervised by staff/support workers until its clear they are capable of working safely. - Gloves to always worn when lifting dirty items.	Tim /staff/ farm helpers	As required All staff and Farm helpers had training.	Staff to train farm helpers Completed

Working at height (eg picking apples, cutting hedges)	Staff, farm helpers and volunteers risk serious injury if they fall from a height.	• Suitable ladders and work platform available. • Ladders etc kept in good working condition. • H&S Policy practice adhered to.	• Farm helpers, staff and volunteers trained in safe use of ladders and platforms. • Working at height part of the learning lunch programme.	Tim /staff	As required	Gryff training delivered 1 st April
Farm machinery	Workers and others may suffer serious and possible fatal injuries from contact with moving parts of machines.	• All farm machinery to be good working order (serviced annually). • All guards and safety switches/handles to be fully operational. • Staff trained in safe use. Noise protectors to be worn when necessary. • H&S Policy practice adhered to.	• Workers to be trained in safe working practices. • Farm helpers to be supervised by staff, support workers or volunteers at all times.	Tim /. staff	Farm helper certificates introduced for small machines	completed
Electricity	Staff, farm helpers and volunteers at risk of serious injury from faulty electrical appliances or incorrect installation.	• Electrical systems installed by competent person and protected against water ingress. • 30MA RCD built into shop switch board • Portable appliances tested according to manufacturers instructions. • H&S Policy practice adhered to.	• Small machines to be battery operated where possible.			

Dust from poultry dander or pig litter. Hay and straw dust	Workers risk lung diseases (eg asthma) from inhaling dust.	• All doors to be open when putting litter down or cleaning out. • Damp down floors when necessary. • Cleaning out small animal houses to be done outside and undercover.	• Staff and support workers reminded of risks from animal litter dust. • Overalls to be worn (and then washed) when cleaning out animal housing. • Hard hats to be worn in low chicken shed	Tim/ staff/ farm helpers	As required	
Zoonoses	Workers risk ill health from contracting diseases from animals.	• Worker to wash hands with hot water and soap after contact with animals and especially before eating or drinking. • Workers to wear PPE (gloves and overalls) when handling dirty livestock. (eg dagging and foot trimming, treating poultry for lice) • Pregnant women informed of risks when handling pregnant sheep/ newborn lambs • Pest control contract in place. • Trained staff only remove dead rats • Feed kept in rat proof bins	• Remind staff, farm helpers and volunteers of risk from zoonoses. • Remind staff, farm helpers and volunteers to cover small cuts and abrasions with plasters. • Handwashing included in induction and learning lunch program • Handwashing part of the RARPA key skills.	Tim	First day induction and then as appropriate	

Hazardous substances. (eg contact with disinfectants, cleaning materials and vet meds)	Workers risk skin problems (eg dermatitis) from contact with chemicals and breathing problems from vapour.	- Staff training in safe use of vet meds. - Access to hazardous substances restricted. - Vet meds kept in designated cabinet. - Sharps bin provided - Suitable PPE available for handling irritant or corrosive chemicals. (eg cleaning products). - H&S Policy practice adhered to. (CCOSH cupboard). - Tim accredited in safe use of pesticides	- Vet meds to be used under close supervision by Tim - Vet med cabinet to fitted with a lock. - Move hazardous substances to locked space (garage).	Tim Tim Tim	As appropriate End September End September	
Fire	If trapped, farm helpers, staff and volunteers could suffer from smoke inhalation and/or burns	- Smoke detectors fitted through out HQ. - Fire extinguisher in kitchen and workshop - H&S Policy practice adhered to.	- Fire risk assessment completed. - Fire Officer Appointed - Alarm system and fire extinguishers fitted to HQ.	Fire warden training for Dave Goreham then review docs and procedures QA group to review fire procedures in light of new buildings	By end July	
PPE	All workers and volunteers at risk from dirt and disease and possible injury. All workers, staff and volunteers at risk from sunburn, sunstroke on hot days	- H&S Policy practice adhered to. - Appropriate clothing to be worn on the farm at all times. ie long trousers or shorts and shirts which cover shoulders and arms. Dresses and skirts be avoided as they are not suitable workwear on the farm.				
Animals	All workers at risk from pecks/ bites/ kicked / being knocked over.	- All farm helpers alerted to dangers and risk and trained in safe handling and feeding. - Entry to animal pens strictly forbidden to all farm helpers, volunteers and visitors without the express permission of staff. - H&S Policy practice adhered to.	New stables and animal house erected and new small animals to be added	QA group, staff and Director	By spring 2023	Completed Nov 2022 Kitted out Dec / Jan Animals added February 2023
Computer	Farm helpers at risk from accessing inappropriate or confidential material. Data breeches DPR	MFT user files are password protected. Access to internet has been removed. Computer in locked room IT and social media policy Policy practice adhered to.	New laptop in HQ. Public work station. Password protected.			

Mud	As weather gets wetter, paths and fields get poached and muddy. All risk injury by slipping/getting stuck in mud.	Solid paths now on all major routes. Alternative routes found in grassy areas eg orchard Use bark / chippings in appropriate areas eg horse paddock and chickens.	Keep horses off muddy paddocks and in their new winter quarters Horses, donkeys and pigs on concrete over the winter where possible. Increase path network round farm	Staff / all	November – March are the critical months. Paths completed by Nov 2021	Horse yard completed August 2022. Donkey yard completed Dec 2022
Walking outside holding	Risks from trips and falls away from direct help.	Remain vigilant Only permissible with staff Always tell colleagues where walk is planned Always take working mobile phone Plan route according to farm helper mobility.	Paint roots outside back gate to aid visibility Paint edges of ditch bridge outside back gate to aid visibility.	Staff		June 2023
Incontinence	Contamination of toilet, clothing and person. Possible contamination of others via same. Toilet not available when contaminated/being cleaned.	- Remain vigilant and be aware of problem. - Clean and disinfect affected areas immediately - Cover farm helper with disposable boiler suite	Suggest farm helpers bring a spare set of cloths to change into Decontamination kit available.	May 2015		Completed Completed
Rats	Risk of communicable diseases from contamination by faeces or direct contact with rat. Feed soiled and risk of cross contamination Slips on rat droppings	- Some feed in bins, but bulk supplies mean that feed is stacked in bags and provides a ready food source for rodents - In house pest control undertaken, (Tim now certified) - All staff and farm helper aware of need to wash hands before eating and reminded at every meal/drink time.	Buy additional feed bins as a matter of urgency. Rats difficult to control with such a readily available feed source. Review pest control contract and request more visits. Contract revoked Sept 2018. Rat poison kept locked in office.	Buy bulk feed bins to remove feed source	Tim Feb 2016 Review as more animals are kept and more feed bins required.	ongoing
Specific issues for the visually impaired.	Those with poor sight have increased risk of accidents.	- Purchase brightly coloured tools so they can be used more easily. - Avoid use of green - Hard path network provides good contrast	Investigate brighter lighting in feed sheds / animal sheds Provide large print materials Provide high contrast materials	QA to review		completed

You should review your risk assessment if you think it might no longer be valid (eg following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)

Risk Assessment: Wild life Pond

The presence of a pond at the location provides an inherent risk that would not be present were the pond absent. The purpose of this risk assessment is to identify possible risks to MFT client group and take actions accordingly.

According to RoSPA, the main risks are to children between one and two, with risk decreasing as age increases. There are probably three reasons for this profile:

1. Between the ages of one and two, infant's mobility increases at a terrific, but irregular rate, such that they can escape parents' supervision and get into difficulties unexpectedly quickly.
2. Whilst mobility may increase, stability and co-ordination remain poor.
3. It is not until the age of four or five that children begin to understand the concept of danger, and begin to heed warnings given to them. Even the shallowest of ponds, can be lethal. From a child's perspective, a 500mm deep pond is equivalent to an adult falling into 1800mm of water, but the child would be unable to climb out of the water.

How does that profile map against MFT clients? Are mobility issues likely to increase risks and are cognition issues likely to increase risks. The answer to both has to be yes but the extent will vary with the individual.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Drowning hazard	Farm helpers, visitors, staff and support workers may drown should they accidentally fall in, or get pushed in.	- Pond is seen by all and not accessed by individuals alone. - All farm helpers reminded of the dangers of water at induction. - The pond is wade-able and the banks are stepped for easy egress. - The viewing deck is fully hand railed off.	- Put up signs (written and pictures) to reinforce the need for vigilance. - Awareness training for staff and farm helpers - Add throw line	Tim / staff	June 2022	Completed June 2022
Risk from slips and trips on the edge of the bank	Accidental fall near the edge may result in coming into contact with water.	- The banks are clearly marked with changes in surface covering. - Direct access to water limited and the path is 1m away from the water.	- The need for care and sensible behavior around the pond should be reinforced at induction. - Erect fence next to path	Staff at induction Tim / staff	ongoing	Fence added March 2023
Risk from Leptospirosis	Contact with water containing rat or cattle urine may increase the risk of catching leptospirosis	The site has pest control contract in place. Rats are seldom present on the farm. The farm does not house cattle.		The risk from Leptospirosis is very very low. No action required.		

Water quality / Blue/Green algae	Drinking contaminated water can make people ill.	The water is managed for wildlife and as such is monitored for stagnation/ blue green activity.		The risk from blue/green algae is low. No action required		
Risk from peer pressure / bullying	Young people (and by extension, some vulnerable adults) are prone to increase risk taking through peer pressure or bullying.	Clients supervised at all times.	Staff awareness raised through meetings.	No further action required.		

Risk Assessment: Trim Trail

The trim trail was installed in spring 2022. The equipment was won in photo competition run by Social Farms and Gardens. It is simple with no moving parts (eg swings) or significant heights (eg slides). According to RoSPA, 94% of accidents in children's play areas requiring hospital treatment involve moving parts or heights. As the trim trail is enlarged, we will bear this mind and restrict additional equipment to low level, static pieces.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Site	Users of the trim trail. Slips and trips	Site cleared of hazards. Surfaces – gravel path and bark area in good condition, no holes or exposed roots. Site kept clear of overhanging branches and encroaching vegetation. Contractor engaged to cut grass, strim, cut hedges. Only used under supervision.	Regularly top up bark surface Add signage to ensure use only under supervision.	Tim / staff Tim	Annually Summer	 Signage added August 2022
Falling off raised stepping logs or log balance.	Users may fall off and risk personal injury.	Used under supervision. Unstable users are supported by staff. Ground covered in thick bark (min 100mm) to cushion landing. Stepping logs secured to ground and are regularly inspected for stability. Timber in good condition.				

Falling off rope walk	Users may fall off and risk personal injury. Risk of entrapment	Used under supervision. Unstable users are supported by staff. Ground covered in thick bark (min 100mm) to cushion landing. Ropes inspected before every use and retied to tree if required. Entrapment risk very low.				
Fall off picnic bench	Users risk personal injury	Used under supervision. Unstable users are supported by staff. Ground covered in thick bark (min 100mm) to cushion landing.				
Misuse by public trespassing	Users risk personal injury	The trim trail is on private land, but our paths are used by general public by mistake.	Add clear "private property" sign	Tim	summer	Signs added August 2022

Risk Assessment: Equines.

The Donkeys are on long term loan from the donkey Sanctuary, Anthena fostered from World Horse Welfare and Pheobe is fostered from Redwings. As such we have the support of their respective welfare officers who all makes regular visits to ensure that both we and the donkeys and horses are still happy. We must be aware that they may become unpredictable. Equines are powerful animals and there is a risk of significant or fatal injury

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Injury whilst feeding the donkeys or horses	Farm helpers, staff, volunteers	• Make sure equines are not in stable whilst hanging straw/hay nets • Feed donkeys apart from each other. Be aware they may rush to food. • Boots – steel toe capped shoes must be worn.	• Remind farm helpers of risks before entering stable are • Make sure staff with farm helpers at all times.	Tim Staff	Feb 2016	
Risk of injury whilst leading donkeys and ponies	Farm helpers, staff, volunteers	• Staff must supervise • Ensure quiet environment • Ratio 1 staff to 3 farm helpers • PPE – steel shoes to be worn • 2 lead ropes to be used – 1 staff, 1 farm helper • Ensure head collars fit properly • Always lead at equines head – avoid hind end • Plan route, be aware of obstacles	• Check route for hazards • Check head collar is fitted correctly	Staff and farm helper training scheduled with Donkey Welfare Officer. Done.	Feb 2016	Training completed March 2016
Welfare of donkeys	Staff	• Donkey welfare officer attends yearly	• Member of staff attends – actions any points	Yearly Ongoing		
Risk of injury whilst grooming equines. Nipped or kicked whilst grooming	Farm helpers, staff, volunteers	• Use quick release ropes to tie up • Staff to pick out hooves or farm helpers under strict supervision • Staff CPD to share knowledge – instruct other staff • Ratio staff to farm helper 2 to 1 • Clean equipment	Groom in designated area.	ongoing	Jan 2016	Completed Bungay ties used from May 2023 Double lines used from April 2023

First Aid Risk Assessment

The Health and Safety (First-Aid) Regulations 1981 require us to provide adequate and appropriate first-aid equipment, facilities and people so our employees, farm helpers and volunteers can be given immediate help if they are injured or taken ill at the farm. What is 'adequate and appropriate' depends on the circumstances in our workplace. This risk assessment demonstrates what our first aid needs are and **is based on the HSE checklist and should be read in conjunction with full risk assessment above.**

Based on the above, our 5 key areas of risk are as follows.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Manual handling Lifting and moving materials and equipment, handling live animals	Anyone on the farm. Back and muscle strained. Crushing injuries from dropped items. Splinters from wood	- Everyone is trained in manual handling - Lifting aids are available - Gloves always worn - No one is forced to lift something they feel is too heavy. - All farm helpers have risk assessment to establish their individual limits. - Part of key skill assessment for all farm helpers.	No.			
Plant and equipment Mobile plant – tractor, mowers etc	Anyone using or in vicinity of used equipment. Trapped / torn limbs, crushing injuries / objects in eyes	- All machines are serviced regularly and well maintained. - Training is provided for all users of machines. - Only fully trained staff use the tractor or two wheeled tractor. - All PPE is available and used. - All farm helpers have risk assessment to establish their capabilities and support needs.	RARPA certificates now available for all small machines. Method statements available for key routine tasks. All staff inducted into safe use of small plant machines.			
Chemicals Pesticides, herbicides, fertilizer, diesel, paint, cleaning materials	Anyone using chemicals on the farm. Chemical burns, inhalation risks	- COSHH Regulations are followed. - Only domestic level chemicals are used by farm helpers/staff/ volunteers. - Use of chemicals is closely supervised. - Manufactures' H&S recommendations are adhered to. - Commercial herbicides are used by trained and licensed staff (Director). - All chemical are kept securely.	New workshop means storage of diesel needs to be reviewed.	Fuel store now in use. Tim/Staff	Fire assessment draft by end Nov 2018. Implemented when workshop becomes live.	

Outside environment Weather conditions, uneven terrain	Chilling in the cold/wet. Sunburn / heatstroke in hot weather. Slips and trips leading to sprains/broken limbs.	• New paths moderate mud and uneven ground as much as is practical. • Hard standing outside out-side chickens and horse stable remove mud. • PPE worn by all (boots gloves coat) • Sunscreen and hats worn in hot weather. • All farm helpers have risk assessment to establish their capabilities and support needs.	Mud situation kept under review.			
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We have one main single-story building, a number of storage sheds and will soon have a workshop. Most days we have around 20 people on site. The total farm covers six acres.

Based on the above assessment we have:

- Director trained to full First Aid at Work Level
- All staff trained to Emergency First Aid at Work Level.
- First Aid kit on site (stock reviewed and use managed/monitored)
- First Aid kit provided for off site contract work.
- Designated person to take charge of first-aid arrangements on a daily basis.
- Information for everyone about first aid arrangements is posted throughout the site.
- All accidents, incidents and near misses are recorded in the log book, diary and farm helpers health and care plan (if a farm helper is involved)

Workshop Risk Assessment

Following discussions with Gruffyd Rowlands, H&S auditor, Tim Freathy following HSE guidelines (Five steps to risk assessment) completed this risk assessment in October 2019.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Exposure to wood dust.	Staff risk lung diseases, such as asthma, from inhaling wood dust. Hardwood dust can cause cancer, particularly of the nose.	- Local exhaust ventilation (LEV) provided at machines and staff are trained in using it properly. - LEV maintained to keep it in good condition and working effectively. - LEV inspected every 14 months by a competent person. - Wood dust cleared up using a suitable vacuum cleaner, fitted with an appropriate filter. - Staff do health surveillance questionnaire before starting. - Any affected staff referred to a medical professional.	Remind staff of the risks of wood dust and why these controls are in necessary. Remind staff never to sweep dry wood dust.	Tim Tim	October 19 staff meeting Oct 19 staff meeting	complete
Machinery	Staff risk serious and possibly fatal cut injuries following contact with moving parts of machinery, particularly saw blades.	- All machines guarded according to manufacturers' instructions. - Guards inspected regularly and maintained as necessary to ensure their good condition. - Staff / farm helpers have sufficient space at machines to work safely. - Farm helpers monitored by staff to ensure guards always used. - All staff trained in safe use of machines by a competent person. - All machines braked and fitted with necessary safety features, eg chip limited tooling etc.	Download information sheets on the safe use of the machines used in the workshop from HSE website and pin them up the workshop. Staff induction program for workshop Method statements for all routines in workshop	Tim	End Oct 2019	complete
Manual Handling	Staff may suffer musculoskeletal disorders, such as back pain, from handling heavy/bulky objects, eg timber boards and machinery parts. Also risk cuts when handling tooling, or splinters when handling pallets.	- Staff trained in manual handling. - Workbenches and machine tables set at a comfortable height. - Strong, thick gloves provided for handling tooling and pallets. - Sack barrow and wheelbarrows available for moving timber.				

Noise	Staff and others may suffer temporary or permanent hearing damage from exposure to noise from woodworking machinery.	• Low-noise tooling used where possible. • Suitable hearing protectors provided for staff and staff trained how to use them. • Check and maintain them according to advice given by supplier.	• Staff trained in risks of noise exposure. • Staff trained in systems of work to reduce noise exposure (eg suitable feed rates for certain jobs, timber control etc).			completed
Slips, trips and falls	Staff could suffer injuries such as bruising or fractures if they trip over objects, or slip, eg on spillages, and fall.	• Generally good housekeeping – off-cuts cleared away promptly, dust cleared regularly etc. • Staff wear strong safety shoes that have a good grip. • Good lighting in all areas.				
Electrical	Staff could get electrical shocks or burns from using faulty electrical equipment, eg machinery, or a faulty installation. Electrical faults can also lead to fires.	Residual current device (RCD) built into main switchboard. Staff trained to spot and report any defective plugs, discoloured sockets or damaged cable/equipment to Director. No personal electrical appliances, eg phone chargers, allowed.	Consider moving over to batterie powered hand held tools			2022. All hand tools battery powered.
Fire	If trapped, staff could suffer fatal injuries from smoke inhalation/burns.		• Fire risk assessment to be done, see and necessary action taken. • Fire extinguishers to be provided.		ASAP.	Fire risk assessment completed. Fire extinguishers provided.

Small Animal House Risk Assessment

Date of risk assessment: 09/07/2024

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Injuries from animal bites	Everyone – rodents and tortoises can bite if handled incorrectly.	• Ensure proper handling • Training staff in how to properly handle, feed, care	Regular training and updating info.			
Excessive heat	Everyone – anyone in particular who is sensitive to heat.	• Monitoring the farm helpers while in the room				
Storing chemicals / medicine	Farm helpers – contact with skin or ingestion.	• Storing out of sight • Only staff use				
Infection / disease	Everyone – animals / environment can carry diseases.	• PPE and careful handling • Wash hands				
Slips and trips	Everyone – staff, volunteers, farm helpers. Injuries to ankles, feet, knees.	• Ensuring the floor and area is kept tidy and free from loose objects				
Spillages	Everyone – wet floor from water change causing slippery floor.	• Mop up any liquid on the floor • Ensure anything containing liquid is placed on the floor				
Lighting	Anyone with visual impairments.	• Lighting is adequate • Sky light • Electric lighting				
Electricity	Everyone – danger risk of shock, trip hazard from leads.	• Keep plugs, leads, etc. tidy • Don't overload sockets • Keep water away where possible				
Breathing / dust	Everyone – especially anyone with breathing difficulties.	• Keeping ventilation open (summer) • Face masks to be worn when deep cleaning				
Fire	Everyone – only one entrance	• Maximum 4 people • Anyone with mobility issues needs to be supported	Fire extinguisher to be provided		8/2024	Complete
Door	Everyone – people can be locked in.	• Taking note and checking if anyone is inside before closing door	Lock access on both sides.		Door bolt system changed.	

Risk Assessment: Avian Influenza

Bird flu (Avian Influenza) is a contagious viral disease affecting birds, primarily spread through direct contact or contaminated surfaces, but the current [H5N1 strain](#) is highly pathogenic, causing severe illness and deaths in wild and domestic birds. England is in an avian influenza prevention zone (AIPZ). By law we must follow strict biosecurity and hygiene rules to stop bird flu spreading.

When Avian Influenza restrictions are in place Depden Care Farm may be in a disease control zone or the AIPZ in England and have to house our birds. [Check what zone we're in and follow the rules](#) here. Restrictions include mandatory housing for poultry and movement controls to stop its spread, protect bird populations, and reduce risk to humans, though risk to humans remains very low and both eggs and cooked poultry remains safe to eat.

Rookery Farm is a registered keeper of captive birds and as such receives updates directly from the Animal and Plant Health Protection Agency during a bird flu outbreak.

The main causes of bird flu in poultry and other captive birds are contact with wild birds, in particular waterfowl such as geese, ducks and swans and gulls, faeces from infected birds contamination from dirty footwear, clothing and vehicles and equipment.

Key Risk Factors & Pathways for Depden Care Farm

- **Wild Birds:** Direct/indirect contact with wild birds (waterfowl are high risk) via water, feed, soil, and droppings.
- **Environment:** Virus persistence in cold conditions (up to 55 days at 4°C) means contaminated soil, bedding, and equipment pose risks for weeks.
- **People & Vehicles:** Contaminated clothing, footwear, and vehicles entering the farm.
- **Gatherings:** Transporting birds to shows/markets increases risk of introduction and spread.
- **Mammals:** Infected mammals (like lactating livestock) can also spread the virus, posing occupational risks for farm workers.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done /progress
Ignorance means risks are not managed and signs of disease are not noticed.	Chickens, ducks, geese, aviary birds or doves.	Train staff to be alert to the risks and their mitigation.	Share risk assessment. Put up posters in to remind people of the risk management features on the farm and signs of disease.	Emily	9/12/25	

Contact with wild birds infect our domestic birds	Chickens, ducks, geese, aviary birds or doves.		Make the farm less attractive to wild birds during an outbreak by keeping feed sheds closed and clearing up spills immediately. No birds purchased or brought onto the farm during outbreak.	All staff	W/c 8	
Contact with wild birds infect our domestic birds	Chickens, ducks, geese, aviary birds or doves.	Keep all poultry inside their pens. Net outside areas with netting to prevent wild birds entering.	Housing/pens to have solid roofs where practical to exclude wild bird faeces. Consider solid roof for current chicken yard.	Tim / Staff	w/c 8 Dec.	
Contact with contamination from wild birds infect our domestic birds	Chickens, ducks, geese, aviary birds or doves.	Keep feed sheds closed and clear up feed spills immediately. Maintain feed shed and bird sheds prevent wild birds nesting or roosting.	Check outside areas around our birds' housing daily and remove wild bird: • faeces • feathers • carcasses	Tim / Mark	Immedieate, Review Jan 5th	
Contact with contamination from wild birds infect our domestic birds via rodents in fur and on feet.	Chickens, ducks, geese, aviary birds or doves.	Maintain current rodent control strategy.		Tim	ongoing	
Disease builds up in dirty bedding and housing	Chickens, ducks, geese, aviary birds or doves.	Keep all poultry houses clean and disinfected.	Use separate buckets and cans to maintain each poultry area	Tim to order asap		

Disease spread through contaminated footwear.	Chickens, ducks, geese, aviary birds or doves.	Use disinfectant foot bath on entering or leaving the animal area of the farm (ie back of rear yard, and back gate by compost heap.) Ensure all farm helpers use footbath every time they enter or leave the animal area of the farm.	Restrict those that enter to bird pens to Tim and Mark only. Dedicated boots to be worn when entering bird pens, leave general footwear outside Use additional footbath when entering and exiting bird pens. Do not walk on ground outside bird housing in dedicated footwear.	Staff to change disinfectant Mon, Wed, Fri Tim and Mark Tim to order asap	5/12/25	
Disease spread through contaminated buckets, tools or watering cans.			Separate water cans and buckets to be used for birds.			
Visitors to the farm bring contamination with them	Chickens, ducks, geese, aviary birds or doves.	Keep a record of all people that enter or leave the animal area of the farm each day.	Restrict people entering the farm animal area (beyond disinfectant footbaths) to authorised personnel only. Those staff and farm helpers who have poultry at home to ensure that they wear clean clothes to the farm and keep dedicated footwear for the farm at the farm.	Posters up on farm perimeter 5/12/25	5/12/25	

External Trips and visits

Farm helpers, supported by staff, volunteers and support workers take occasional day trips to visit attractions associated with agriculture or horticulture. We usually will be traveling by coach but may take public transport if required. Farm helpers will be developing skills such as survival social skills (team working, negotiating, managing themselves in large crowds), accessing leisure amenities and social skills.

What are the hazards?	Who might be harmed and how?	Controls	Action by who?	Action by when?
Travel.	Staff, Volunteers Farm Helpers	Travel will be by coach. Coach is provided by professional reputable local firm.	Tim to book	Booked April 2023
Injury whilst getting on/off coach		Getting on and off coach is supervised by staff. Wheelchairs / rolators to be stowed in boot.	Staff to supervise	On the day
Becoming lost or alone	Farm helpers	Staff will accompany farm helpers (at most times) with gradual introduction of unsupervised periods if deemed appropriate and safe at the time.	Staff and volunteers	On the day
		Farm helpers trained to meet at an appointed 'meeting place'. Staff and volunteers in contact with each other at all times via WhatsApp and inform all if there is a problem. Tim to inform Show authorities of missing person and local procedures followed.	Tim to brief everyone before alighting bus. Staff Tim	On the day
Child Protection, allegations of abuse	Staff, Volunteers Farm Helpers	All staff and volunteers are CRB checked. Informed parental /guardian consent is obtained for the trip. Adequate numbers of supervising staff, taking into account, age, gender, level of understanding of the farm helpers taking part. 1:1 staff ratio provided. . .	Tim Tim Tim	By May 30th

Meeting with strangers	Farm helpers	Farm helpers to be supported meeting new people. If during the visit staff are concerned about unsafe conditions or circumstances they would withdraw with all those participating on the trip or visit and seek advice Tim as soon as possible.	Staff Staff	On the day
Anxiety / panic attacks	Farm helpers	All farm helpers are closely supervised. Farm helpers are trained to tell staff if they are becoming anxious. Staff trained to identify the signs of anxiety. Farm helpers who experience anxiety or panic attacks to be taken to quite area to calm down. Never leave them alone. Inform others of action taken via WhatsApp group.	Staff	On the day
Hot sunny weather	Staff, volunteers, farm helpers	Appropriate clothing to be worn. Sunscreen and sun hats to be used.	Staff, volunteers, farm helpers	On the day
Slips, trips and falls	Staff volunteers, farm helpers	Appropriate footweat to be worn.	Staff, volunteers, farm helpers	On the day

MFT at events outside the farm with animals

Date of risk assessment: 04/07/2024

Hazard	Controls	Items considered and action taken.
Livestock Handling and Display Movement of animals causing injury	Move stock in quiet periods. Provide multiple staff to provide marshalling to provide safe routes. Animal movement forms to be made for correct licensing boards such as Livestock information service or ARAMS Livestock to be moved using trailer	• Livestock not to be moved by individual staff members without help • Fluorescent jackets to be provided to marshalling staff • Instructions to be provided for clear location of events in advance • Staff responsible for movement documentation to and from event • Owners responsible for moving livestock and providing care such as food and water and shade. All to be brought to event from farm. • Livestock chosen will be picked with calm temperament • Trailer to be kept nearby to provide easy animal movements
Display animals	Pens/fencing to be the industry standard for that animal with kick boards and ground bolts if necessary. Kick boards must be used on fencing for horses/ponies and nervous animals. Signs to be displayed on the fencing advising the public to not touch the animals: danger of biting; requirement to wash hands; feeding of animals is prohibited if appropriate. If the animal handler is not present with their animal, they should nominate another competent person to monitor their livestock and supervise the public around the animals	• Use correct pen size and heights for each species. • Horse will be securely penned in an appropriate kick proof barrier • Signs erected up before public come to stand • Staff have responsibility for monitoring animals.
Disease control	Signs to be displayed advising pregnant women to stay away from sheep in lamb: risk of disease. Owners should ensure that current DEFRA regulations relating to bio-security are observed.	• Bio security warning and advisory notices displayed. • Sign to read: Pregnant women should avoid close contact with sheep during the lambing season. Please wash your hands thoroughly.

Contamination	Signs to be displayed advising the public to wash their hands after being near animals. Staff and volunteers to be aware of the nearest public handwashing facilities The stand should have a supply of kitchen roll and antibacterial hand wipes.	• MFT signage display prominently to advise handwashing and indicate nearest hand wash facilities. • Staff are advised on location of hand washing facilities. Hand sanitizer also available • Warning signs are displayed.
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Covid 19 Risk Assessment Last update 1st September 2022

Covid 19 is a new illness that can affect your lungs and airways. It is caused by a virus called coronavirus. Symptoms can be mild, moderate, severe or fatal. From January 2021 new, more infectious variants of the virus have required us to strengthen our responses.

This is a Risk Assessment specifically dealing with the hazard of spreading the virus resulting from the return of farm helpers to Depden Care Farm in January 2021. It is additional to the general farm risk assessment already in place.

It is aimed at everyone who comes to the farm including staff, farm helpers, support workers, volunteers, delivery drivers and visitors.

Amendment February 24th 2021: The Government announced on 22nd February a four stage road map to enable the country to get back to operating normally. Our response to that easing process is set out in annex A.

Amendment May 4th 2022: As the threat of the virus recedes, the Government has published its "Living with Covid" document in April 2022 and has amended its guidance for management of the virus in social care settings. Our response to those changes are set out in annex B.

Amendment September 2022 Covid mitigation measures suspended September 2022. People testing positive (following symptoms) are to stay away from work until a clear test or 5 days, whichever is the soonest as long as they feel well enough.

Control Point	Controls required	Additional notes	Action by whom / when	Timescale / completion date
Prior to coming to the farm	- Letter to all farm helpers parents/guardians - Staff to wear clean uniform every day. - Numbers attending to be limited to 9 people including staff and support workers to enable social distancing in HQ	Letter explaining risk assessment and farm helper responsibilities: come to farm well, clean (hands) and in clean clothes. Must adhere to NHS guidelines at home. Especially self-isolating if others at home have symptoms. As weather warms up and/or guidelines change, we will revert to using other spaces and staggering break times.	Tim to draft letter and send out when return date known. Signed acknowledgement from attendees to be returned in advance of coming back. Tim to ensure all staff have enough uniform to achieve this. (and amend uniform policy accordingly)	Completed On going / completed Completed. Ongoing
At HQ threshold	Notice on door	Notice reinforcing the need to maintain social distancing,	Tim to refresh exiting Covid 19 notice on door.	Completed

	- Take temperature of everyone entering farm - Visitors to knock/ring and wait to be greeted. - To avoid bottle necks, farm helpers to remain in their vehicles until entrance to HQ is clear.	hand washing on first entering building. Explain that temperature will be taken before entering building. People with a high temperature will be sent home. Parent to remain vigilant to bottlenecking and not allow farm helpers to leave vehicles until it safe to do so. Staff to remain vigilant of bottlenecking and ensure people get changes at their designated table.	Nicky to order temperature-taking-at-a-distance machine. Install door bell.	Temperature checking in use. completed on going On going
On entering HQ	- Everyone to wash hands immediately on arrival. - Social distancing to be maintained - Changing room no longer used. Farm helpers to keep their belongings and get changed at their designated table	Paper towels, soap and hand cream to be made available. 2m marks to be put on floor. Remove sofas and replace large tables with single person folding tables.	Tim to identify tables and numbers that will fit as this will dictate number of farm helpers able to be at the farm.	New HQ layout completed. Newly painted floor with 2M marks completed. Deep clean completed. With immediate effect and ongoing
At the start of the farm helper day	- Farm helpers to wait sitting at socially distanced tables. - As soon as 2 or three people arrive, they go out to start the day with appropriate staff cover	Everyone to bring their own drinks (To reduce movement in around HQ no drinks to be made in kitchen.	staff	New work patterns established and work tasks identified at staff orientation /training days. Completed.

Breaks	• Breaks to be staggered enabling fewer farm helpers in building at any one time maintaining social distancing. • To reduce movements in HQ. Everyone to bring own drinks, plates, cutlery etc and take everything home. • Clean tables, chair backs, bench and work surfaces immediately after each break.	Whilst the weather is cold, breaks will held in HQ. When numbers exceed 9 in total, breaks will be staggered.	staff	New work patterns established and work tasks identified at staff orientation /training days. Completed.
Working on the farm	• Only those tasks that can be done maintaining social distancing to be undertaken. • Gloves to be worn wherever possible as currant practice. • Surgical type Masks to be worn at all times by staff and support workers. • Wood workshop: Numbers restricted to three people at any one time. FFP3 masks to be worn by everyone at all times. Windows to be kept ajar whilst working in workshop.	Revise method statements if required to promote social distancing. Only 2 people in workshop at a time. Farm helpers may use bandana type covering where masks cause anxiety. Social distancing to remain in place where possible. Working within 1m should not exceed 15minutes in total for each 2 hour session.	staff to compile list of compliant activities.	New work patterns established and work tasks identified at staff orientation /training days. Completed.

Returning to HQ	- Wash hands immediately on entering the building or use hand wash station outside back door. - Use tissues to sneeze or cough into	Reinforce hand washing technique with training reminders and posters. Encouraged use of emollient cream regularly to protect hands Reinforce use of tissues. Ensure tissues available on every table.	Tim to buy more tissues and hand cream.	Completed Completed
At the end of the day	- Stagger log book / rapa recording to maintain social distancing. - Clean and disinfect all surfaces that are touched regularly esp door handles, etc - HQ doors to be opened and the building ventilated for at least 20 minutes at the end of every day. - Work tools to be cleaned down with soap and water at the end of the day before being put away. - Horse tack etc to be wiped down with antibac cleaner before being put away.	One group in HQ doing reports whilst the other group walking the dog / donkeys. Then swap over. Allocate old blue barrow as "tools bin". Wash tools in outside kitchen using hot water and soap. Put tools away for use next day.	staff	New work patterns established and work tasks identified at staff orientation / training days. Completed.
One to one support workers	Staff to wear surgical masks, face shields and disposable aprons where necessary.	People who consistently cannot maintain social distancing will not be allowed to attend the farm for the time being.	Tim to ensure aprons and gloves available. Staff to use reusable and washable face coverings	Available now. Staff PPE in place. Farm PPE box stocked.

Annex A

Coronavirus and Depden Care Farm - Roadmap out of lockdown.

Our aim is to get as many people back to the farm as possible by our return after the Easter break, albeit with many of our covid secure measures still in place, including temperature monitoring, hand washing, social distancing and wearing of masks. That said, we will need to continue with our individual risk assessments which might mean some people may have to wait a little longer to return. Those that are critically extremely vulnerable or those people that are isolating are cases in point. I am also mindful that our return to normal operations remain in step with the wider relaxation of lockdown rules.

Until the end of March...

Whilst infection rates are falling rapidly and in West Suffolk they are well below average (47 cases per 100k 24.2.21), we will continue with all the covid risk mitigation measures we are currently employing. As the weather warms and our new accommodation comes on stream, we will be able to accommodate more people whilst maintaining social distancing, so the rule of 9 people on the farm will be relaxed. Breaks may need to be staggered and we will use other spaces for breaks including the outside kitchen and poly tunnel.

Assuming infection rates continue to fall, during March we propose to:

1. Remove the obligation on farm helpers to attend no other day service. We will raise that limit to enable people to attend one other day service in addition to Depden Care Farm.
2. Reinstate animal exercise walks, but only to the local church where we are unlikely to meet others.
3. Staff and volunteers will all be tested for covid every week.

By the end of April we propose to:

4. Resume enrolments of new farm helpers.
5. Remove the need to wear masks whilst working outside and where social distancing is easily possible. Masks will need to remain whilst inside buildings and where work outside makes consistent social distancing more difficult.
6. Temperature checks will end.

By end of May we anticipate that:

7. Tea and coffee making facilities will return to HQ.
8. Morning briefing sessions will resume.
9. Farm helpers will be able to attend multiple day services

By the end of June:

10. All remaining covid measures will be removed, including the need to wear masks, pending government advice.

All the above is predicated on infection rates falling and national guidance not changing as a result.

We will all be living with Covid for the foreseeable future and will need to remain vigilant, particularly in the winter months. We will have no hesitation to reinstate measures if this is required to keep people safe. Throughout this period we will continue to engage with our farm helpers that have to remain at home until such time as they are able to return or decide they don't want to come any longer.

Annex B Coronavirus and Depden Care Farm - Living with the virus (May 2022)

As the threat of the virus recedes, our aim to support all our customers, visitors, volunteers and staff to remain safe whilst enabling everyone to get the full benefits of using Depden Care Farm. Our protocols are revised as follows:

Testing

- Staff / volunteer PCR tests are no longer required or supported. NHS Test and Trace PCR tests are no longer to be used and remaining test should be destroyed.
- Staff and volunteers will continue using Lateral Flow Tests twice a week (pro rata). We are encouraged to register the results (negative or positive), but it is not compulsory.
- Lateral Flow Tests continue to be free and are available from the farm office should staff or volunteers need them.
- If a covid test is positive stay away from the farm and isolate for 5 days. Test again from day 5 and after two consecutive LFTs, return to work if you feel well and have no symptoms.
- We are required to report to the authorities if we have more than 2 positive test results on the farm within 14days. It would be considered an outbreak and we will be contacted by the health authorities and we would follow their advice on further measures that might be needed to be put in place.

Social Distancing and PPE

- Masks are no longer required inside HQ or farm building though some may prefer to keep using them.
- Masks are required in confined spaces where close, prolonged contact is unavoidable (eg sharing vehicles)
- Whilst we do not offer personal care services at Depden Care Farm, these are on occasion, necessary. In such cases staff are expected to use face masks, visors, aprons and gloves as appropriate.
- Tables and chairs are no longer kept at 2m apart and we are encouraging people to start being more comfortable sharing tables.
- Ventilation of HQ to be reduced. Doors no longer to be propped open as a matter of course.

Critically Extremely Vulnerable

- We will continue to manage the risks for those people attending the farm that we are advised by the relevant authorities are critically extremely vulnerable. This might mean, for example, that they maintain social distancing and mask wearing.