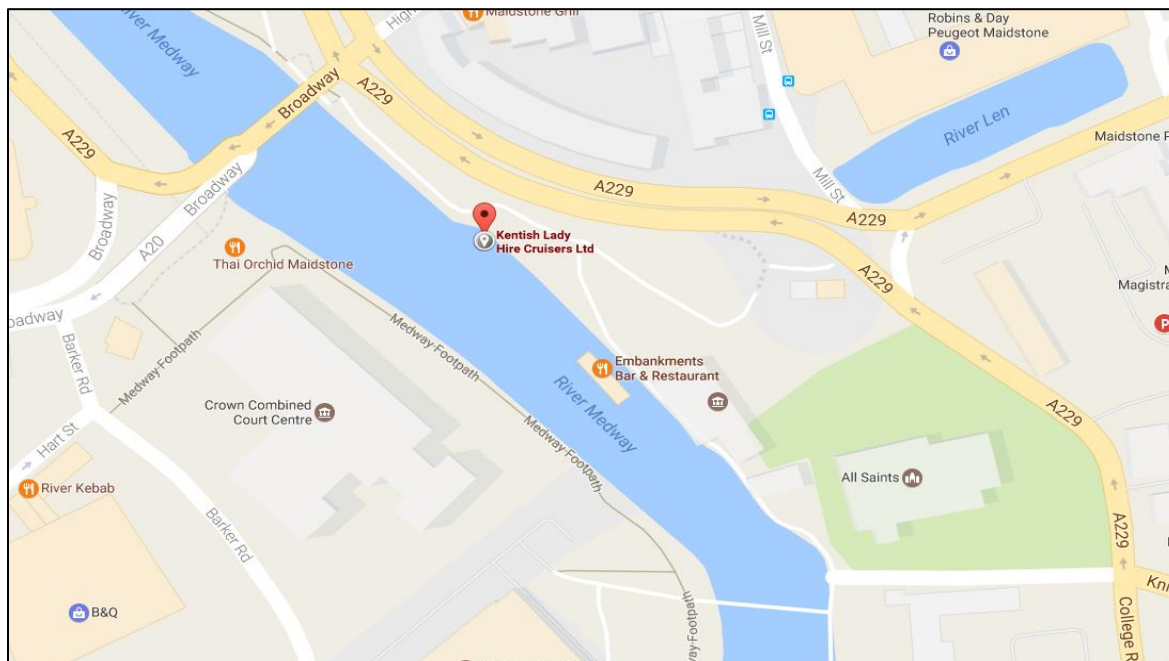


Medway Spring Clean Event – Sunday 5th March

- Sunday 5th March
- 1st Meeting Time: 10:00am
- Meeting Place: Embankment near Archbishop's Palace. Where the Kentish Lady collects in Maidstone
- Parking: See link in email for parking information.



If you need it on the day Andrea's /
MVCP's Mobile Number is:
07930 505499



- Possible KM reporter at 10:00am taking photographs. Photos will also be taken throughout the event. Please speak to MVCP staff if you do not want to be or if you do not want your child to be in any photographs.



- MVCP will walk through the plan and H&S before handing out equipment at 10:00am:

- Litter Pickers (all)
- Bags (x per group)
- Gloves (all)
- High Vis (x per group)
- 1st Aid Kit (1 per group with qualified 1st aider)
- Throw Rope (1 per group)



- Activity: 3 groups to collect litter:

- Group 1 (wanting to walk further/faster) walks downstream towards Allington and back
- Group 2 (with children) walks down to the bridge and crosses into Whatman Park.
- Group 3 (wanting to not walk too far) go upstream towards Tovil (some restrictions to distance due to footpath closures)



- Litter picking activities to take approximately 1 hour and all groups to meet back at the start by 11:15am
- Bags of litter will then be transported by staff and volunteers to the parked MVCP truck, hopefully in Mill Street Car Park.



- Meeting time 2: 11:15am back at the start where the Kentish Lady stops to board the Kentish Lady 11:15/11:30 for the Thank You Boat Trip – approximate duration 1 hour.

- Please note the Kentish Lady will not be able to run in very bad weather.
- Finishing time about 12:15/30 approx.



- If you are bringing your child or a dog to the event that's fine, but please ensure their safety during the activity and on the boat.



- Some light refreshments will be available on the boat but please bring a specific packed lunch.
- All participants to read the following Risk Assessment and all participants to check the weather forecast and to wear appropriate clothing and footwear.



River Warden / Litter Picking / Medway River Spring Clean 2016 Risk Assessment

Hazard	Risk	Who	Risk Level	When	Precaution	New Risk
Litter	Cuts from certain objects and general dirty conditions.	Staff and Volunteers	M	D	Inform all volunteers and staff to use the litter pickers provided and also wear gloves. Inform all staff and volunteers to not collect anything suspicious and not collect needles or sharp objects , instead report these to MVCP at the time of the activity. MVCP staff members to carry 1 st Aid Kits.	L
Heavy Objects	Injury and strains	Staff and Volunteers	M	D	No-one to collect and carry objects too heavy for them to lift. People to only carry one black sack of rubbish at a time and collect small objects. Ensure correct lifting procedures. Work in small teams	L
Nettles and thorny plants	Stings and cuts	Staff and Volunteers	L	D	Participants to wear appropriate clothing for the area being covered. Do not venture into brambles or nettle patches. Low	L

					risks due to time of year.	
Bees/Wasps etc	Anaphylactic Shock	Staff and Volunteers	M	D	Inform MVCP if you are allergic. Carry the required medication with you during the activity and work in teams. Low chance due to time of activity	L
Water	<p>Risk of exposure and drowning.</p> <p>Risk of Leptospirosis/Weils disease</p>	Staff and Volunteers	M	D	<p>No-one is to go into the water or lean over the bank to collect litter from the river. People should not walk too close to the river and should ensure their own safety. Participants to stay in small groups and do not work alone during the activity. If anyone comes into contact with water they should wash their hands as soon as possible.</p>	L
Slippery, muddy conditions	Risk of falling, slipping and injury	Staff and Volunteers	M	D	Everyone to wear appropriate footwear with good grip. All participants and/or small groups to have access to a mobile phone. Work in groups during the activity.	L

Weather	Exposure	Staff and Volunteers	M	D	Event to be cancelled in the case of very bad weather. Participants asked in advance to carry and/or wear waterproof clothing	L
Giant Hogweed	Prolonged skin burns	Staff and Volunteers	M	D & A	Do not touch Giant Hogweed. Report Giant Hogweed to MVCP. Low risk due to time of year.	L

Risk level: L= Low, M= Medium, H= High.

When: B= Before, D= During, A= After.

<u>PPE Needed</u> :	<u>Other equipment needed</u> :
Gloves (supplied by MVCP) suitable footwear and clothing.	Litter pickers, Gloves and Bags, 1 st Aid Kits, Throw Ropes
<u>Nearest Hospitals for areas covered by River Wardens</u> : Medway Maritime Hospital Windmill Road, Gillingham Tel: 01634 830000 Maidstone Hospital Hermitage Lane, Maidstone, ME16 9QQ Tel: 01622 729000	Risk Assessment Date: 27/02/2017 Suggested date of next assessment: Prior to next event Assessed by: Andrea Griffiths