

RISK ASSESSMENT

CHURCH NAME: St Mary the Virgin Bradoc

Name of Assessor: R Pearce

Date: 28/01/2015

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What is already being done?</b>	<b>What further action is necessary?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Date complete</b>
<u>Security of the tower</u>	Non ringers gaining access to the bells and ropes - major injuries from accidentally pulling ropes or moving bells whilst up	The church is normally kept locked and strangers admitted only under supervision. The ropes are suspended on the spider which is padlocked, against unauthorised use. The bells are normally kept in the down position.	none review in January 2016	Tower captain/ steeplekeeper		
<u>Access to tower</u> Condition and lighting of external path	Ringers and visitors accessing the tower - slips and trips especially after dark	Purchased a portable rechargeable light to hang in the lych gate, and the outside lights are put on when access required in the dark	none review in January 2016. Light works well in lych gate and sufficient light to see to church with outside light on	Tower captain/ steeplekeeper		
Condition and lighting of stairs	Ringers and visitors accessing the tower - slips and trips	No lights, access only by authorised personnel, with torch if necessary	none review in January 2016	Tower captain/ steeplekeeper		
handrail on spiral stair case	falling while going up the stairs	Hand rail/rope installed	none review in January 2016	Tower captain/ steeplekeeper		

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<p><u>Ringling room</u> Getting caught up in moving ropes</p>	<p>Non ringers, visitors, trainees, ringers whilst not ringing, ringers - potentially serious injuries varying from rope burns to being hauled up in the tower resulting in broken bones etc.</p>	<p>Visitors and non ringers instructed not to touch ropes prior to entry. All persons not ringing instructed to keep feet firmly on the floor. Removal of loose clothing such as ties, scarves etc prior to ringing. Learners are closely supervised by competent instructor.</p>	<p>none review in January 2016. I have been on a learning the ropes ITTS course and we will try the teaching scheme with the new learners. This was not a success due to the way the ropes are held on the circumference of the circle, returned to teaching the plane of the centre of the circle, as ringers of 4 and 5 catch ropes when ropes stiff</p>	<p>Tower captain/ steeplekeeper</p>		
<p>Ropes breaking near the sally and flailing around</p>	<p>All personnel in the area could become snagged by the ropes and suffer injuries as above</p>	<p>Ropes are checked on a monthly basis as part of the regular tower maintenance.</p>	<p>Ropes all replaced feb 2013 and tops now all polypropelene</p>			
<p>Stay breaking or similar mechanical failure</p>	<p>The ringer could be lifted off their feet as the bell 'goes over' and then dropped to the ground causing various injuries including major ones</p>	<p>Ringers to be properly trained to avoid 'over pulling'. Steeplekeeper ensures all equipment around the bells is checked as part of the tower maintenance.</p>	<p>none review in January 2016</p>	<p>Tower captain/ steeplekeeper</p>		
<p>Power cuts whilst in the process of ringing</p>	<p>Loss of control of the ropes resulting in all personnel in the area at risk of becoming snagged by the ropes and suffer injuries as above</p>	<p>Automatic emergency lighting purchased and to be installed before dark evenings return so that bells can be safely stood or lowered. Additional rechargable light to be purchased until automatic lighting installed</p>	<p>Emergency lighting check to be added to monthly tower maintenance schedule when installed. Additional rechargable light to be purchased</p>	<p>Tower captain/ steeplekeeper</p>		

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slips and trips on items on the floor	All personnel could be injured by tripping over items on the floor	General good housekeeping. Carpet stuck down at entrance to tower to reduce trips	none review in November 2014. Imogen and I have been on a learning the ropes ITTS course and we will try the teaching scheme with the new learners	Tower captain/ steeplekeeper		
Portable electrical equipment	All personnel could be injured by tripping over electrical leads or getting electric shocks	Trailing leads not left in walking areas but tucked neatly behind furniture etc. All equipment regularly visually inspected	none review in November	Tower captain/ steeplekeeper		
<u>Clock Room</u> Getting caught up in the ropes when the bells are ringing or when the bells are up and the ropes are disturbed	All personnel could become caught up in the ropes and suffer a variety of injuries including major ones	Access door is locked and keys controlled by tower captain. Area only to be accessed when bells are down	none review in January 2016	Tower captain/ steeplekeeper		

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<u>Access to belfry</u> Falling from spiral steps	Steeple keeper and other maintenance personnel could fall and suffer serious injuries	Steps in good condition and suitable handrail provided. Condition checked as part of steeplekeeper's 6-monthly checklist.	none review in January 2016	Tower captain/ steeplekeeper		
<u>Belfry</u> Getting caught up with moving bells, wheels etc	All personnel - could result in multiple injuries or even fatalities	Access door is locked and keys controlled by tower captain.	none review in January 2016	Tower captain/ steeplekeeper		
Accidentally dislodging bells whilst up	All personnel - could result in multiple injuries or even fatalities	Access door is locked and keys controlled by tower captain. Any work which requires the bells to be raised for access, ie replacing baldrics, to be done by lifting bell on hoist to horizontal position while triggering the bell to prevent it swinging back down	none review in January 2016	Tower captain/ steeplekeeper		
Fitting clapper stays for the simulator	fitting wooden stays	Time taken to fit stays	consider alternative using rubber tyres so that they can be swung out of the way quickly	Tower captain/ steeplekeeper	over Xmas	
Fitting clapper stays for the simulator	personnel have to climb onto frame		fit steps at frame end so that they can more easily gain access, and steps within the frame	Tower captain/ steeplekeeper	over Xmas	
Falling from frame into pit whilst carrying out maintenance, muffling bells etc	Steeplekeeper and other ringers	Avoid accessing area via frame as far as practical. Frame is 900 mm high.	none review in January 2016	Tower captain/ steeplekeeper		

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Noise from ringing bells	Noise could cause permanent hearing damage	Access door is locked and keys controlled by tower captain. Area only to be accessed when bells are down	none review in January 2016	Tower captain/ steeplekeeper		
	Noise could cause imbalance and subsequent falls into moving bells	Access door is locked and keys controlled by tower captain. Area only to be accessed when bells are down	none review in January 2016	Tower captain/ steeplekeeper		
Poor lighting	Poor lighting could lead to all sorts of accidents	Lighting in belfry good, with overhead fluorescent tube lamp. Additional portable torch used as necessary	none review in November	Tower captain/ steeplekeeper		

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<u>Lone working</u>	Any accident involving anyone working on their own could result in any injuries becoming significantly worse through lack of immediate attention	Mobile phone connections are good, persons working to ensure that they have a contact who knows where they are and that they are phoned regularly to show they are safe.	none review in November	Tower captain/ steeplekeeper		
<u>Asbestos</u>	All personnel, but especially those involved in maintenance - breathing in of asbestos fibres could result in death	No asbestos in the Tower	none review in January 2016	Tower captain/ steeplekeeper		
<u>Structural defects generally</u>	Structural defects could affect anyone in the tower, but especially those carrying out maintenance in areas not normally accessed, resulting in major injuries	Steeplekeeper and ringers have been made aware of any defects identified in the Quinquennial Report that could affect them.	none review in January 2016	Tower captain/ steeplekeeper		14 April 2014 Report from Whitechapel Foundry re structure of bell frame, as required by quinquennial report, bells safe to ring.
<u>Fire</u> Fire breaking out could trap ringers and others in the tower causing serious injuries/loss of life	Any one working upstairs in the tower	Limit use of mains electrical equipment, and ensure in good condition.	none review in January 2016	Tower captain/ steeplekeeper		
Portable electrical equipment is a potential source of fire	Fire breaking out could trap ringers and others in the tower causing serious injuries/loss of life	Limit use of mains electrical equipment, and ensure in good condition.	Steeple keeper to ensure cables etc are kept free from potential damage as part of monthly checks	Tower captain/ steeplekeeper		
Naked flames from candles etc	Fire breaking out could trap ringers and others in the tower causing serious injuries/loss of life	Avoid use of candles or anything else with naked flames		Ringers, visitors and maintenance personnel		
Mains electrical cabling could start a fire	Fire breaking out could trap ringers and others in the tower causing serious injuries/loss of life	All cabling checked as part of the church's regular maintenance	continuing assessment Continuing assessment	Tower captain/ steeplekeeper		

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