

Weedon Chapel Graveyard Risk Assessment

Adopted: 21st March 2023

Reviewed: 21st May 2024

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Subject	Risk	Impact	WPC Control (including actions already taken)	Additional Measures
Entrance Gates	Gates become stuck, risk of trapping fingers for all visitors to the Chapel Graveyard. Don't open fully for accessible requirements.	Low	Responsibility of the Chapel Steward. Liaison with Chapel Steward/handyman to check gates are in good working order and stays are solid.	Liaison with Chapel Steward to ensure regular inspection by handyman.
Pathways/ burial area	Slips and trips risks for all visitors.	Medium	<p>Entrance pathways are the responsibility of the Chapel Steward. Liaison with Chapel Steward/handyman to ensure surfaces are kept algae free and clean and stones/mortar level.</p> <p>Any pathway to the burial ground and the burial area generally, to be kept clear of trip and slip hazards such as branches and dead leaves. Releveling of burial ground to be carried out periodically.</p>	<p>Liaison with Chapel Steward to ensure regular inspection by handyman, rapid response to repairs and temporary warning signs as necessary.</p> <p>Regular inspections of accessway and burial ground for safety issues.</p>
Memorial Inspection: Checking for stability and repair.	Injury to members of the public, Council representatives, volunteers and Contractors.	Medium	Competent persons to carry out regular memorial inspections and once every 5 years the memorials (including the War Memorial) to be hand-checked to ensure stability. Unstable memorials to be laid down and the graveowners notified in order that they can arrange refixing. Ensure all tributes kept within allocated grave space and in accordance with Graveyard Regulations.	Engage professional memorial masons as appropriate. They must be NAMM or BRAMM trained and have the City & Guilds Certificate of competence for the safety inspection and assessment of memorials. They must hold their own liability insurance.

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General Maintenance: grass cutting, of vegetation, trees, flower beds, footpaths, litter picking, ivy and weed control.	Injury to members of the public, Council representatives, volunteers and Contractors.	Low	Contractors are appointed to maintain all green areas and footpaths. Competent personnel to carry out general visual inspections (including of trees for overhanging or dead branches) and minor works. Weed killing and tree surgery is only to be carried out by a qualified contractor or competent person as and when required.	Regular review and all to be made aware of any known risk within the site. Relevant PPE and properly serviced equipment to be provided to volunteers and others working.
Grave Digging/ excavations/ground works	Falling, tripping or strain injuries to public or grave diggers. Infectious disease outbreak.	Low	WPC to ensure the use of experienced and professional diggers and funeral directors who should be reminded of the Graveyard Regulations – including the removal of all excess spoil - and who are authorised and competent to use mechanised digging equipment.	Professional personnel liable for their own health and safety measures and must carry insurance. They must act in accordance with the grave diggers' (ICCM) Code of Safe Working Practice.
Benches	Tripping, splinters	Low	Keep maintained and secure, check for damage or instability.	Regular inspection.

Disregard of the Chapel Graveyard and its contents	<p>Dogs not kept under control.</p> <p>Anti-social behaviour resulting in bottles, cans, and other litter.</p> <p>Drug related activities and associated litter.</p>	Low	Remind visitors of the Graveyard Regulations in the event of a problem.	<p>Regular review to ensure rules are being followed.</p> <p>Put up notices if necessary</p>
Conduct of/at Funerals and other events in the Chapel Graveyard	Accidents and injuries	Low	Contractors and funeral directors liable for their own risk assessment to protect employees and public.	Ensure all concerned are familiar with the Graveyard Regulations.