

RA030 — Mucking out, bedding and manual handling

Naylor's Ark Soul Sanctuary · Risk assessment

Sanctuary CPH: 46/327/7111

Veterinary practice: 608 Equine & Farm Veterinary Surgeons · 01926 640 385

Partner / group: Volunteers and placement students

Assessment date: 2026-08-10

Review date: 2027-08-10

Assessor: Liberty Naylor (Sanctuary Manager)

Activity assessed

Daily mucking out of stables, field shelters and pens, moving bedding, feed and muck to the muck heap.

Hazard	Who may be harmed	Control measures in place	Residual risk
Musculoskeletal injury from lifting, carrying and repeated forking	Volunteers, students	Manual handling brief in induction. 20 kg individual lift limit; team lift or barrow above this. Barrows, sack trolleys and small bale sizes used. Task rotation and rest breaks every 45 minutes.	Low
Fork, shovel and sharp tool injury	Volunteers	Tools carried point-down, never left tines-up. Gloves and sturdy boots worn. Damaged tools taken out of use and reported.	Low
Dust, ammonia and bioaerosol exposure in enclosed buildings	Volunteers	Doors and vents opened before work. Dusty bedding damped down. FFP3 masks available for anyone with asthma or on request. Rest breaks in fresh air.	Low
Working in a pen with an animal present	Volunteers, animals	Animals moved out or separated before mucking out where possible. Never work alone in with cattle or alpacas. Clear escape route kept at all times.	Medium
Muck heap: falls, fire and vermin	Volunteers	Approach only on the marked ramp; no tipping from height. Heap kept away from buildings. Rodent control in place; gloves worn and hands washed after handling.	Low
Animal-related injury (bite, kick, knock, trample)	Visitors, volunteers, staff	Only pre-selected, temperament-assessed animals used for contact. Supervised at all times, minimum 1 trained handler per 8 participants. No entry to enclosures without a handler. Animals unsuitable for contact segregated and signed.	Low
Zoonotic infection (E. coli O157, cryptosporidium, salmonella)	All participants, especially under-5s, pregnant and immunosuppressed people	Hand-wash stations with hot water, soap and paper towels at every animal area. Supervised hand washing after contact and before eating. No eating, drinking or hand-to-mouth in animal areas. Signage per PHE/HSE AIS23.	Low
Slips, trips and falls on uneven, wet or muddy ground	All participants	Route walked and checked before arrival. Sturdy footwear required. Wet or churned areas closed off. Spillages and hazards cleared before the group moves through.	Low
Vehicles and machinery on site	All participants	No tractor or machinery movement while groups are on site unless banksman-controlled. Pedestrian routes marked; parking segregated from animal areas.	Low
Fire or emergency evacuation	All participants	Fire evacuation procedure FEP-01 briefed on arrival. Assembly point identified. Head-count register kept by group leader. Emergency vet and 999 contact details displayed.	Low

Hazard	Who may be harmed	Control measures in place	Residual risk
Adverse weather (heat, cold, wind, storms)	All participants	Weather checked morning of visit. Shaded and sheltered areas available; drinking water provided. Visit postponed for high wind, storms or extreme heat.	Low

Additional arrangements

- Emergency arrangements: first aider on site during all visits; first aid kit at the yard office; nearest A&E University Hospital Coventry & Warwickshire; site address and what3words displayed at the assembly point.
- Group leaders retain duty of care for their own members and must supply ratios, medical and consent information before the visit.
- All visitors complete the visitor waiver and assumption of risk before activities. Volunteers must have completed induction, the safety quiz and SSOW-01.
- This assessment is read alongside HSP-01 Health and Safety Policy, FEP-01 Fire Evacuation Procedure, RA015 General visit and feeding, and MAP-01 Site map.
- Review: annually, after any incident or near miss, or when the activity, animals, group or site changes.

Signed (assessor): _____

Date: _____

Group leader briefed (signature): _____