

Maintenance and service volunteering at Deer Park

General essentials

Volunteers to bring:

- Wear old clothing and strong boots. Carry waterproof clothes in case it rains.
- Tools and gardening gloves.
- Wear long trousers and long sleeves if working in long vegetation – this is to avoid tick bites – recommended to carry a tick remover and check self regularly, particularly at the end of the day.
- Bring a packed lunch and drink.
- Ensure have up to date tetanus vaccination.
- Ensure you are prepared for the weather i.e. sun cream, hats and waterproofs for rain.
- Provide Deer Park's lead volunteer with an emergency contact phone number.

Deer Park provides:

- Public liability insurance for individual volunteers (company volunteer groups are covered by their company's public liability insurance).
- Qualified first aider with first aid kit.
- Defibrillator outside Deer Park office.

Moving about

- Do not move into an area where trees are being felled.
- If working alone, please carry a charged mobile phone and have the manager's mobile number stored in it.

Safe working practices

- When using 'swinging tools' such as axes, it is important to work at a safe distance from anyone else. There should be a minimum of twice the length of your arm plus tool.
- When working at height, need to be a minimum of 2 working together. The step ladder will be positioned carefully on flat ground. Someone will steady the ladder and supervise.

Safety with tools

- Never carry more tools than you can comfortably manage.
- Always carry tools to your side with the business end facing forward and points or blades facing towards the ground.
- Always keep a good distance between yourself and others when carrying tools, in case you slip.
- When not in use, tools should be placed flat on the ground in an obvious place.
- Spades, shovels, forks, and rakes should be placed with point downwards.
- Do not leave saws or other tools hanging from trees.
- Always bring tools back to a central position at lunch break and when you have finished with them.
- If groups of young people are on site, tools and equipment must be taken care of.

Using hand tools

- Never use a glove when swinging any tool – bare hands give a better grip.
- Do not use it in heavy rain.

Manual handling

- Lift using correct technique of bending knees and keeping back straight.
- Never lift anything more than you can easily manage.
- Always ask for assistance for lifting heavier loads.
- Use a wheelbarrow when available.

Fires

- Always have a shovel and bucket of water nearby before you light a fire.
- Site the fire away from buildings and trees.
- Supervise fires – do not leave unattended.

Use of our equipment

- Ensure wearing correct PPE e.g. .
 - Strimmer – goggles and long trousers.
 - Woodchipper – safety helmet, earmuffs, and goggles.
 - Log splitter – safety helmet, earmuffs, and goggles.

Chainsaw and scrub cutters

- Volunteers can only use a chainsaw and scrub cutter if certificated.
- Must wear chainsaw hat, visor, ear defenders and leg protection.
- Never walk closer than 15m to a person using a chainsaw or scrub cutter.
- Never tap a chainsaw worker on the shoulder to draw their attention. Do this from a safe distance by shouting or waving.

Signing in/visitors log

- All visitors on site to sign in and out, so everyone can be accounted for and it is known that have left site safely.
- Visitor logs are:
 - on the Deer Park office door, and;
 - on the noticeboard in the Bubbs dry shelter

Karen McFarlane

DP Chair

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