

12. Safety for Visitors and Children

Please remember that we are all legally responsible for the safety of anyone entering our sites who is not a plot-holder.

Please tell visitors to:

- be careful where they walk. Paths are often crooked or uneven.
- stay on the marked paths. There can be hazards on plots such as netting, broken glass, posts and twine.
- stay off other people's allotments.

Tell your site representative and other plot holders on your site if someone else will be looking after your plot while you are away.

13. Emergencies

It is a good idea to tell someone where you are going and roughly how long you plan to be on the plot, especially at quiet times of the day when you may be alone on the site. If you have a mobile phone, take it with you.

If you have any concerns or notice any unusual activity, damage or suspect intruders on your site please tell a committee member.

The Health & Safety file containing all relevant documents is kept in the Ted Allen Room on Piggottshill site. Our website also carries the documents.

Issued January 2015

South Harpenden Allotments & Gardens Society

Health and Safety Information for Plot-holders

Allotment tenants have a legal duty of care to others, ensuring plots and sites are maintained and used safely. Failing in this duty could result in legal action.

1. Paths

- Keep paths clear all the time, with grass paths trimmed so that a route is obvious.
- Remove stones from paths as these may fly up when they are strimmed or mown.
- Don't put weed killer, wood chippings or carpet on communal grass paths.
- Don't pull a hose taut across a path, thereby causing a trip hazard.

2. Plots

Keep your plot free from hazards - examples are sharp edges, exposed nails, improperly stored tools, chemicals and rubbish..

Only use a mower to cut paths and driveways. Never use a mower to cut grass or weeds on an overgrown plot.

3. Canes and Posts

Capping canes and posts with an upturned plastic bottle or yoghurt pot will prevent eye injuries. With the exception of plot numbering stakes, avoid using short and hard to see posts near paths as they may cause someone to trip.

4. Ponds and Sheds

If you want to put a shed or a pond on your plot apply through the Hon. Secretary, See Society Rules Appendix 1a.

5. Use of Machinery

Before using a machine:-

- Read and understand the instructions for use. Ask your site representative if in doubt.
- Wear suitable clothing, including footwear and the eye protection provided. Strimmers can throw stones over a distance of 15m, so watch out for people and objects in the area where you're working.
- Inspect your chosen work area, clear any stones and debris. Only use a mower to cut paths and driveways. **Never use a machine to cut weeds and grass on an overgrown plot.**
- Stop machinery before turning to acknowledge anyone approaching.
- Don't leave tools lying on paths. Blades need to be sheathed or stored in a safe place when not in use. Lay rakes on the ground pointed-side down.

No one under the age of 18 may use a Society machine.

6. Gardening Chemicals

Keep all chemicals in their original, labelled containers and follow the instructions for use. Store chemicals in a safe place, out of the reach of children.

7. Manure

Horse manure and other manures should be composted for at least six months to avoid contamination of the soil by veterinary products. Wash your hands well after handling, even if you have worn gloves.

8. Petrol, Paraffin

Always fill the machine with petrol outside the shed in the open air. Do not smoke.

9. Bonfires

Bonfires are allowed between 1 October and the 30 April **only**. Do not use petrol or any accelerant to start a bonfire. Tend the fire at all times to ensure it doesn't get out of control. Do not touch the ash of a bonfire until it has cooled; it can retain a high temperature for hours, even after heavy rain. See Society's guidelines.

10. Water storage

Water containers must have a cover – children could drown in a water butt. See Rules Appendix 1a on covering ponds.

11. Avoiding Infections

There is a first aid box in the site shed to deal with minor cuts and abrasions.

Always wash and treat cuts and abrasions, however minor. To avoid infections such as Weil's disease, (contracted from rat urine), always wash your hands thoroughly with soap and water before eating, even if you have been wearing gloves.

If you have an accident, enter it in the accident book next to the first aid box and tell your site representative.

If you see a rat or other vermin, tell your site representative or other committee member, so that the Town Council can organise pest control measures.