



**Mercian**  
Archaeological Services CIC



**RA54 Risk Assessment**

**Sherwood Forest Archaeological Training Field School, Kings Clipstone**

Valid from: 04.08.2018

**Health and Safety Officer on site is: Sean Crossley**

Works covered by this risk assessment		<b>Sherwood Forest Archaeological Training Field School Excavation at the Tin Tabernacle and grounds, King John's Palace, Castlefield, Kings Clipstone, Nottinghamshire (version 1.2). 4<sup>th</sup> August 2018 – 17<sup>th</sup> September 2018</b>				
Site location		Tin Tabernacle and grounds, Castlefield, Kings Clipstone, Nottinghamshire.				
Person considered at risk		Mercian Archaeological Services CIC staff, students, site visitors.				
For the purposes of this archaeological field-school training excavation, the 'site' refers only to the grounds of the Tin Tabernacle, the land being investigated.						
Number	Hazards Considered	Existing Control Measures	Risk Factor			<b>On-site Notes:</b> any safety concerns about site safety to be immediately noted here
			Severity	Likelihood	Risk	

1	Slips and Trips	<p>The site is privately owned. The excavation site is situated in the grounds of the Tin Tabernacle (previously a former village chapel). Historically this site was part of Castlefield which is the site of the standing remains of King John's Palace.</p> <p>If arriving by car please be careful when entering/exiting the site via gate from Main Road (B6030), King's Clipstone as it is an extremely sharp turn off the road into the field (known as Castlefield). Once parked in the designated parking area walk towards the Tin Tabernacle (a corrugated iron building), this is where Field-school students will meet each day.</p> <p>The site comprises of two specific areas; Castlefield which consists of an 11acre field approx. which includes the ruins of King John's Palace (which is bounded by wire fence and hedgerow) and a separate fenced off (wood and wire fence) area containing the Tin Tabernacle and associated ground.</p> <p>The 2018 archaeological excavation season will be the continued excavation of a trench immediately to the north of the Tin Tabernacle and a second trench to the east of the building close to the main road in the village. This will be shown to all field school participants during their induction on site on the day of arrival.</p> <p>The excavation site is uneven, sloping down towards main road (north). All persons to be aware of the danger for slips and trips. <b>Watch where you are walking at all times.</b></p> <p>Please be aware that the topography of Castlefield (when involved with guided tours and survey training) is uneven in places and there may be both slip and trip hazards present due to long grass. Please make sure you have brought appropriate footwear in the form of sturdy boots/shoes; within the excavation area you will <b>not</b> be allowed to wear inappropriate footwear such as trainers, pumps, sandals.</p> <p>Potential for students to slip on wet grass when wet/damp.</p>	3	2	6	<p><b>THIS RISK ASSESSMENT IS DYNAMIC AND WILL BE UPDATED AS, AND WHEN, HEALTH AND SAFETY ISSUES ARISE ON SITE</b></p>
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		<p>Identify hazardous areas and give verbal warning to students and staff as part of health and safety talk.</p> <p>Students are advised to wear sturdy footwear (this will be provided by students).</p> <p>The topography of the grounds of the tin Tabernacle is that of a flat terrace to the north which leads to steep slope falling away to the main road which runs through the village (B6030). The site has been fenced off with Heras fencing.</p> <p>There is a concrete footpath on the north side of the building and a patio area to the western side of the building (the main entrance). This path can become a potential slip hazard when spoil is not brushed off the path; it is the responsibility of all on site to ensure this path swept clean regularly.</p> <p>Heavy duty plastic matting will be laid along the side the edge of the excavation trench at the break of slope towards the road so as to provide a solid working surface for students and staff to kneel on.</p> <p>When being taken on guided walk around King Johns Palace; the topography of site the remains of the Palace are situated (Castle Field) is that of a gentle slope to the south and east, but care should be taken walking as uneven ground may not be visible. Beware electric fences, only traverse fence once Mercian Staff have made it safe to do so.</p> <p>Supervisors and students will monitor on site conditions for potential slip/trip hazards during excavation.</p> <p>The designated pathway is to be used in so far as is reasonably practicable to avoid unevenness and trip hazards.</p> <p>This hazard increases when entering the excavation area. Ground immediately around the excavation area may be slippery (presumably</p>				
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		<p>due to poor weather conditions) and/or potential for loose unstable ground etc. (specifically trench sections).</p> <p>Once the excavation is underway; care should be taken entering the excavation site so as to both avoid unstable ground and to observe the sides for the potential danger from sharp objects (stone, metal, glass etc.) which may protrude from sides of excavated trench sections as well as danger of falling on sharp objects in the base of trenches.</p> <p>It is at the discretion of the site director as to whether the excavation will be fenced off with hazard tape held in place by plastic pegs at the end of the working day (unless Mercian decides once the excavation is underway to secure trench by other means); the relevant safety notices will be attached to the barrier.</p> <p>Mercian staff will identify hazardous areas prior to excavation commencing; and will give verbal warning to students and staff as part of health and safety talk.</p> <p>Be aware of tools and bags (personal possessions) lying on the ground when not in use. They are a potential trip hazard. If you don't need something (i.e. it's not valuable) please leave it in either the Tin Tabernacle or your vehicle.</p> <p>Tools to be laid flat. Unused tools should be stored in Tin Tabernacle and those 'in-between' use on excavation should be placed in a designated area allocated by Supervisor (e.g. lent against Heras fencing etc.).</p> <p>Tools no longer required on site to be promptly returned to the Tin Tabernacle. If you are unsure where to deposit/leave tool(s) in Tin Tabernacle ask a member of Mercian staff.</p> <p>Please be aware of cables and /or ropes securing tents and marquees. Take care when walking close tents, in case of tripping.</p>				
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		Please be aware of the potential trip/injury hazard in the form of wooden pegs which are site benchmarks (for levelling) – these will be identified with red and white hazard tape at either end of archaeological excavation trench.				
2	Falls from heights	<p>There is a potential for falling from the top of the excavation trench. The depth of trench will vary but the normal depth will not exceed 1 meter.</p> <p>Should the archaeology uncovered justify excavation to a maximum depth of 1.2 meters then advice will be sort from Mercian’s external consultant for Buildings Works before such excavation is undertaken.</p> <p>Care must be taken when entering or leaving the excavation site; use designated routes, avoid unstable ground when standing near the edge, look for potential hazards in the excavation site such as roots in the section which may present a hazard. <b>Watch where you are walking at all times.</b></p> <p>Mercian staff and students will be advised not to stand close to section edges (<b>do not stand within 30cm of section edges</b>) as this may cause a collapse leading to individual (s) then falling. Take care when standing up from kneeling over section edge so as not to lose balance – this is especially important when lifting full buckets.</p> <p>There is a potential for students, staff and site visitors to slip/trip and subsequently fall at the top of the slope on the north side of the excavation area. The site has Heras fencing so as to ensure no persons can fall through onto main road. This potential hazard increases in poor weather when the ground is wet; all persons on site are to be vigilant as to where they are walking and use the agreed path/route.</p> <p>Further, to the east side of the Tin Tabernacle the site slopes down from Castlefield to the main road, which runs through the village; please be careful not to fall when working higher up on this slope. There already exists adequate fencing in the form of a wooden fence</p>	3	1	3	

		<p>demarking the site from the road, it is very unlikely any persons falling will breach this wooden fence, but if deemed necessary by Mercian's Health and Safety Officer this fence may be further secured/heightened with heras fencing.</p> <p><b>No one should enter or exit the excavation site alone.</b></p>				
3	Adverse weather conditions	<p>Expect potentially very hot weather this time of year (August) and Staff and field school students are advised to bring sun cream.</p> <p>Mercian will provide Factor 50 sunblock (Mercian recommend that all participants on site apply a minimum of Factor 30).</p> <p>Please bring insect repellent. If you react badly to insect bites apply before working on site.</p> <p>Any member of staff or volunteer who feels the early symptoms of dehydration coming on must inform a supervisor immediately and move under cover or seek shade. Please make sure you bring your own bottled water.</p> <p>Keep your water bottle replenished through the day and keep it with you. Free tap water available from Tin Tabernacle.</p> <p>Should the weather become adverse (i.e. too hot) the excavation can be cancelled. This decision will be at the Health and Safety Officer's discretion</p> <p>The age and health of participants/ students will be considered should the weather deteriorate. Please do NOT be offended (whatever you age) if you are asked how you are finding/coping with work on site; this is Mercian Health and Safety Officer's obligation to keeping individuals safe on site.</p> <p>Advise all participants to wear appropriate clothing in relation to seasonal weather/ potential weather conditions to be expected at this</p>	2	2	4	

		<p>time of year (August). Please be aware that heavy rain and storms are possible during summer.</p> <p>Headgear would be advised, especially in hot weather, as will waterproof outer garments. It is suggested that your summer headgear is waterproof as you are in the England.</p> <p>It will be at the site director's discretion as to what constitutes suitable garments/ outerwear for being on site.</p> <p>Inappropriate footwear will prevent access to site.</p>				
4	Sharps	<p>Sharps (hypodermic needle) injury to staff, students and public.</p> <p>It is not possible for Mercian Archaeological Services CIC to guarantee that the area is clear for sharps, despite prior checking to the excavation. As yet Mercian have never discovered any sharps in the grounds of the Tin Tabernacle or Castlefield.</p> <p>However, all persons on site are requested to be vigilant to the potential for the presence of sharps although this is highly unlikely.</p> <p>Any sharps encountered must immediately brought to the attention of Mercian staff. <b>DO NOT TOUCH</b> any sharps yourself at any time.</p> <p>Sharps will be inspected by Mercian staff; no persons will be in contact and the local authority will be contacted for disposal.</p> <p>Any sharps encountered must immediately brought to the attention of Mercian staff. <b>DO NOT TOUCH</b> any sharps yourself ever.</p> <p>If any injury should occur involving sharps, the person involved will be taken to the nearest hospital.</p>	3	2	6	

5	Emergency	<p>Ensure at least one member of Mercian Archaeological Services is a qualified First Aider (Andy Gaunt, David Budge and Sean Crossley) and remains on site while situation is taking place.</p> <p>First Aid Kit onsite.</p> <p>Supervisors all to have mobile phones.</p> <p>List of local hospitals (including paediatric A&amp;E) and telephone numbers held by staff and logged in supervisor's mobile phones.</p> <p>Emergency call 112 will be made to enable GPS location in event of Emergency.</p> <p>Access for emergency vehicles will be from the gate to the main road. See map and emergency details.</p> <p>Accident book to be available and completed. Kept with site director.</p> <p>Copy of "To whom it may concern" letter, from Mercian's Insurers, of joint employer and public liability insurance to be kept on site.</p> <p>Pre-excavation health and safety talk/ site induction talk (otherwise known as a Tool Box Talk), no one allowed onsite before health and safety talk.</p> <p>Everyone to read risk assessment, and sign risk assessment sheet.</p> <p>There will be a daily register of attendance for all persons on site.</p> <p>Individuals will be required to inform supervisors when they arrive on and leave site and must sign in and out accordingly. Contact details of students, and next of kin, to be held on a separate sheet on site. These details will be destroyed at the end of the fieldwork.</p>	3	2	6	
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		<p>Register will be checked in the event of an emergency to ensure all personnel are accounted for.</p> <p>In event of emergency (in the extremely unlikely circumstances that excavation trench/es must be evacuated such as the discovery of unexploded ordnance etc) the rendezvous point will be outside next to the catering facilities to the south of the site (and Tin Tabernacle). If the weather is poor, and it is deemed safe to do by Mercian's Health and Safety Officer, then the rendezvous will be inside the Tin Tabernacle.</p>				
6	Lone Working	<p><b>No persons will be lone working on site-</b> all students will be accompanied by staff during the excavation and staff will not work individually.</p> <p>If a student and/or staff (including site visitors) leaves early they must inform supervisor and sign out on register.</p> <p>It is the responsibility of Mercian Archaeological Services CIC Health and Safety Officer to ensure register of attendance is maintained and accurate.</p>	3	1	3	
7	Alcohol & Drugs	<p>Please see Mercian drugs and alcohol policy.</p> <p>No smoking, drinking or drug taking will be allowed onsite.</p> <p>Mercian staff will prevent anyone under the influence of drink or drugs entering the excavation site.</p> <p>It will be the responsibility of everyone onsite, (apart from vulnerable adults and minors) to report anyone taking alcohol or drugs, and/or being under the influence, of the above, onsite.</p> <p>The site director/manager ultimately has final decision as to who may or may not be on site.</p>	4	1	4	

		If the law is being broken the police will be informed.				
8	Illness & Biohazards	<p><b>In the event of any injury or illness students, staff and site visitors must immediately seek help from the nearest Mercian Archaeological Services CIC staff member.</b></p> <p>Open wounds to be covered and hands must be washed before eating, drinking or smoking.</p> <p>There will be a first aid kit onsite.</p> <p>There will be a sharps box onsite.</p> <p>There is no known contamination onsite.</p> <p>The property owner has been asked for any specific knowledge for potential biohazards on their land. None has been given.</p> <p>Asbestos if encountered will be removed at the discretion of the director, by Mercian staff in consultation with the landowner.</p> <p>Any hazardous substances discovered must be considered in relation to COSHH procedures. If encountered the Site Director will contact the relevant organisation to ensure correct disposal of said substance/s. The substance will not be moved until it has been identified by the relevant authority.</p> <p>If you are uncertain about any substance/material, you uncover during excavation inform Mercian Staff immediately. <b>No</b> substance/material will be removed, and this information should be passed to colleagues that they should not touch anything whilst you seek Supervisor for assistance.</p> <p>Where contamination is discovered all archaeological excavation will stop. If after assessment it is possible excavation will continue where it is safe to do so.</p>	3	1	4	

		<p>Waterborne diseases are a potential hazard; There is a possibility of Weil's disease (Leptospirosis) from rats. A HSE leaflet will be provided re: Weil's Disease.</p> <p>There may be the potential hazard from tick bites. A HSE leaflet will be provided re: Lyme's Disease. Insect repellent advised.</p> <p>Dog or other animal faeces may be present. Exposing people to danger of Toxocara.</p> <p>Dog faeces will be removed by Mercian staff (Andy Gaunt).</p> <p>All persons to wash hands before leaving site and before eating, drinking or smoking.</p> <p>Hand cleaning fluid/wipes will be provided by Mercian CIC</p> <p>Bites should be reported to a Supervisor immediately and cleaned. Mercian Archaeological Services CIC can take no responsibility for individuals on site been bitten and/or stung by insects or other wildlife that maybe present on site.</p> <p>Volunteers should inform Mercian of any allergies, asthma, stings, etc. and record it with their Contact Details. It is the decision of adult volunteers as to whether they wish to participate in the archaeological excavations should the volunteer have the above potential health issues.</p> <p>There may be the potential hazard of toxic plants; though the field walking area is located in open ground and/or grassed area. Mercian Archaeological Services CIC accept no responsibility for the presence of toxic plants on site.</p>				
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		<p>Be aware that dry grass (straw) stems can cut and/or impale, so please take care when sitting down on grass surface. Always look where you are intending to sit, especially when hands/arms/legs are bare.</p> <p>Please wear gloves when coming into contact with plant material (please bring to the attention of Mercian staff any plants you have any concerns about) and sap.</p> <p>Wash affected area immediately with water (especially eyes) report incident to Supervisor.</p> <p>Volunteers to be aware there are limited services on "site". There are site toilets (porta-loos).</p> <p>A list of local/nearest hospitals, pharmacies and doctor's surgeries will be kept on site.</p> <p>Although the Tin Tabernacle was originally the village chapel there were no burials associated with this site. Mercian do not expect to discover human remains (from any period) on this site. If human remains are discovered the landowner and the Coroner will be immediately informed.</p> <p>If foul play is suspected the Police will be called.</p>				
9	Contamination	<p>The landowner is not aware of any specific contamination on site.</p> <p>It is known both historically and through previous excavation that there have been fires for burning rubbish on site, but no chemicals or potentially toxic materials have been unearthed.</p> <p>Students will be shown asbestos (in a safe stable form) and told to immediately get attention of a member of Mercian staff if they uncover this potentially hazardous material. Mercian staff will remove the material and will inform the landowner.</p>				

		It is the landowner's responsibility to dispose of all potentially hazardous substances/materials. It is not the responsibility of Mercian Archaeological Services CIC to dispose of such substances discovered on site during excavations and/or other archaeological works.				
10	Lifting	<p>Students will be advised not to lift heavy objects and will be helped with equipment.</p> <p>Do not over fill buckets or wheelbarrows. If you inadvertently find you have overfilled a container then ask a member of Mercian Staff to lift/move it for you.</p> <p>Mercian staff to move heavy objects within reason using safe manual handling techniques.</p> <p>Individual discretion required.</p>	2	2	4	
11	Site Security	<p>The field school is taking place on private property. The site is fenced off, but Mercian cannot take responsibility for your possessions; if you have anything a value keep it on your person.</p> <p>People to be aware of the need to close gates, especially as there is live-stock present.</p> <p>Please remember to lock your motor vehicle and keep valuables out of sight.</p> <p>Mercian accept no responsibility for the loss (or theft) or damage of private property (e.g. parked motor vehicles, bikes etc.) whilst undertaking the excavation.</p>	1	1	2	
12	Personal Attack	<p><b>No one to be alone on-site.</b></p> <p>Supervisors to separate individuals who may potentially cause trouble.</p>	3	1	3	

		<p>Mercian Archaeological Services is a Community Interest Company, as such our ethos is to be inclusive of all members of the (wider) community; please respect our values and those of fellow students and Staff.</p> <p>No inappropriate or offensive language will be tolerated.</p> <p>Mercian staff will carry mobile phones should they require assistance.</p> <p>Site director has the right to remove anyone from site who is a nuisance or is threatening. The site director/manager ultimately has final decision as to who may or may not be on site.</p> <p>Site director/ supervisors to call police if required.</p> <p>Mercian Archaeological Services reserve the right to pursue legal action.</p> <p>Students and staff to be aware of the dangers of dogs (dog walkers use Castlefield), especially being on private property.</p> <p>Students should remember to sign in and out when leaving the excavation site.</p>				
13	Lightning	<p>Work onsite to cease and students and staff to seek shelter.</p> <p>Metal items such as level staff will not be used.</p> <p>If severe then the excavation will cease completely (see adverse weather conditions).</p>	3	1	3	
14	Utilities	<p>The Tin Tabernacle is supplied with electricity and water.</p> <p>Should any services be encountered they will be avoided and dug around- or excavation in that area will cease dependant on the nature of the services encountered.</p>	3	1	3	

15	Pregnant /nursing mothers	Pregnant women and nursing mothers are advised against excavating. Other more suitable work/duties will be available e.g., archaeological recording, finds washing.	3	1	3	
16	Facilities/Toilets	<p>There are facilities on site; including a refectory and a coffee/tea making area in the Tin Tabernacle.</p> <p>Please help yourself to free tea, coffee and squash during the day but please do not bring drinks (or food) into the excavation trench. Hot drinks in the workplace can be a potential hazard as well as a potential source of contamination should archaeological environmental sampling be required.</p> <p>There are site toilets (porta-loos) situated to the immediate north of the entrance gate. There are 4 toilets; two for females and two for males. The nearest two toilets to the Tin Tabernacle are for females only.</p> <p>There is a service tent/marquee on site. Please watch out for ropes securing tents/marquees as these can be a trip hazard.</p> <p>There is a 'tuck shop' on site offered by the caterer; please remember to purchase any sweets, crisps and cold drinks before our caterer leaves site approx. 14:00 hrs.</p> <p>Meals are served on site and can be eaten in the Tin Tabernacle where tables and chairs are provided</p> <p>There are public toilets in the village of Edwinstowe. Also, there are two service stations at Ollerton roundabout with facilities.</p>	1	1	1	
17	Other site users	Please be aware that there may be other site users (non-archaeologists) and pets. Please be aware of your surroundings when using tools etc. That is always know who is in close proximity to you when using tools such as mattocks, picks, shovels, spades etc.	1	1	1	

		Also, please be aware of cars and farm vehicles within Castlefield, if you are a car driver entering or exiting Castlefield be vigilant to pedestrians and/or possible animals.				
18	Spoil heap	<p>Be aware that a spoil heap is a potential hazard.</p> <p>All containers containing spoil (buckets/wheelbarrows) should be kept 1 meter from the edge of excavation trench to avoid any section collapse.</p> <p>Spoil should be wheelbarrowed from excavation to spoil heap situated in Castlefield. Take care as route taken will become muddy and therefore a slip hazard, do not rush when wheelbarrowing spoil – walk slowly and carefully.</p> <p>Do not overfill wheelbarrows and buckets. If load is too heavy get a Supervisor to lift/move it for you.</p> <p>Keep spoil on tarpaulins – do not let spoil encroach onto grass.</p> <p>The spoil heap/s will be monitored to ensure it does not encroach on the excavation area.</p> <p>Please do not walk over/on top of spoil heap as it is a slip/trip hazard.</p>	2	1	2	
19	Use of tools	<p>There will be a health and Safety talk at the start of the excavation.</p> <p>It should be noted that everyone on site is not only responsible for their own safety but that of everyone else on site.</p> <p>When using equipment be aware of your surroundings and those around you.</p> <p>If you see a potential hazard raise your concerns immediately with a member of Mercian Staff.</p>	3	1	3	

		<p>Never leave any tool 'face' up as that means someone can stand on the blade of a spade/shovel and have it spring up into them (this will be covered in health and safety talk).</p> <p>If you believe an accident or incident is about to occur raise the alarm immediately with the person in imminent danger.</p> <p>Goggles must be worn when excavating compacted gravel or cobbled surfaces.</p> <p>Please place tools that are not in currently in use carefully to one side, preferably a designated place allocated by a Supervisor. When you have finished with a tool for the day please clean it and replace it in the Tin Tabernacle.</p> <p>Always clean your tools at the end of the day, not only is it the polite thing to do, it also preserves the life of the tool and it stops transfer of spoil back into trench.</p> <p>Please ensure that tool boxes and personal possessions are put carefully to one side also to avoid them becoming a trip hazard.</p>				
20	Roads	<p>Access to the site is via Main Road (B6030), King's Clipstone. The entrance is on a sharp bend and drivers should use indicators early and where necessary flashing hazard lights should be used to inform other road users of driver's intention to turn in/out of site entrance.</p> <p>Site entrance will be signed.</p>	4	1	4	
21	Electric fence	<p>Electric fences are in use across the field for livestock management. Both staff and students to be very careful when crossing the fence.</p> <p>Please follow instructions.</p>	1	2	2	

22	Finds processing	<p>Finds process will be done in the Tin Tabernacle on stable tables. If finds processing is undertaken outside (because of good weather) then finds processing tables must be set up on even ground, as must any seating arrangements next to the table/s.</p> <p>Please be careful when excavating finds as pottery, brick, tile etc. can have sharp edges.</p> <p>Please take care when washing finds in plastic tubs as dirty water can obscure vision. Gloves are available.</p> <p>Refresh your bowl with clean water regularly.</p>	1	2	2	
23	Communication	As there will be various colleagues on site who do not have English as their first language, additional diligence will be given to instruction, information and supervision in such cases.	1	1	2	
24	Excavations	All excavations will be visually inspected for structural integrity by the site manager prior to works being undertaken. Any findings of mechanical, ecological or environmental will be reported to the site manager on discovery. No works will continue until the site manager has assessed the findings. Any tree/plant roots will be assessed by the site manager as to their diameter and whether they are integral to the sustainability of the tree/plant concerned.	2	2	4	
25	Ammunition and/or unexploded ordnance	<p>There is a slight but very real danger of ammunition and/or unexploded ordnance being unearthed during the excavation. The discovery of any suspicious item must be immediately reported to a member of Mercian staff. Should the item be, or appear to be, dumped/discarded ammunition and/or unexploded ordnance all survey work will cease immediately.</p> <p><b>DO NOT TAMPER WITH OR TOUCH UNEXPLODED/LIVE ORDNANCE</b></p> <p>ALL persons to clear vicinity – immediately, Mercian staff officer to instruct participants to go to rendezvous point; reassemble by the Tin</p>	4	1	4	<p>Call Police on 999 (or 112)</p> <p>Mercian staff are to be familiar with “<b>Ordnance Technical Information</b>”, documentation produced by GSI (UK) LTD and “<b>Construction Industry Research &amp; Information Association (CIRIA) – “A clients’ guide for</b></p>

		<p>tabernacle (unless unexploded ordnance /ammunition dump is in close proximity to Tin Tabernacle).</p> <p>Leave the area- gather in Castlefield next to catering facilities (tent) - although there is no immediate safe distance; only Police and Army trained bomb disposal staff have knowledge of unexploded ordnance and potential blast zone.</p> <p>Mercian staff will call the Police (999 – do not phone near unexploded ordnance) and inform them of the discovery and provide site location details. The landowner (Mrs M. Bradley or her agents) will be informed immediately after the police.</p> <p>If safe to do so, take ‘distance’ photograph of location of ordnance but not with mobile phone.</p> <p>Re-iterate; do not use mobile phone. Mercian have been informed (by experts) that there is a slight possibility that mobile phones and radios could set off more modern explosives; this is less likely to be the case with WWII and earlier unexploded ordnance.</p> <p>Health and Safety talk (Tool Box talk) will inform participants of basic unexploded ordnance found in United Kingdom. Please see attached diagrams of ordnance and ammunition types.</p> <p>No further work will continue until the Police/Army have removed the ammunition/ordnance. Designated Mercian Officer to remain at rendezvous point (catering tent) to meet Police and/or other relevant officials.</p> <p>Remember the basic rules:</p> <p><b>Recognise</b> <b>Retreat</b> <b>Report</b></p>				<p><b>assessing risk on UXO sites”</b>. Documents attached.</p> <p>Also see attached ZETICA documentation.</p>
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		No one will go back to survey area until permission from Landowner (Mrs M. Bradley).					
	ASSESSED	Sean Crossley	DATE	05/08/2018			
	SIGNED OFF	<i>S Sian</i> - NEBOSH Certificate, MIOSH S & J Safety Consultancy Ltd.	DATE	07/08/2018			
SEVERITY & RATING		LIKELIHOOD				RISK	RISK = Severity x Likelihood
		Improbably	Unlikely	Likely	Very Likely		
Fatality	4	1	2	3	4	High (12-16)	
Major Injury	3	1	2	3	4	Medium II (8-11)	
Minor Injury	2	1	2	3	4	Medium I (5-7)	
No Injury	1	1	2	3	4	Low (1-4)	
<p>Please be aware that every person on site has responsibility for their own safety, and for the safety of others during the course of the excavation.</p> <p>All persons are expected to follow the instructions of Mercian Archaeological Services Staff/ supervisors. Failure to do so may lead to individuals being removed from site.</p>							