Social Crofting TOOLKITS

Social Croft Risk Management Checklist
Author: Sarah Asher, Darach Croft

Identify Activities

☐ Identify all the activities you will offer on your Social Croft and create a Risk Assessment Form for each activity

Complete Risk Assessments

☐ If a Risk Assessment has previously been conducted on this activity, check that it has been reviewed within an appropriate timescale and update accordingly*

☐ Identify the source of the risk - for example machinery, livestock, environment

☐ Identify the potential harm - for example physical injury, emotional distress

☐ Identify what is already in place to reduce identified risks - for example good fencing, chains on gates, staff trained in animal husbandry

☐ Identify what else you can do to further reduce the risks - this is your action plan and it is important to say who will do these tasks and when

☐ Write it all down in a Risk Assessment document (link to template)

☐ Evaluate the likelihood that the incident will occur and the severity of the consequences if it does – multiplying these together will give you the ‘Risk Rating’ – careful consideration should be given to activities with Major Risks and further advice and / or further training sought to reduce the Risk Rating

☐ Share it! Your risk assessment is no good if people do not know they have to follow it

☐ Ensure that any actions identified to reduce risks are completed

* Having taken these steps to identify, reduce, manage and document the risks on your Social Croft you will need to schedule a review process. This may be annually, 6 monthly or sooner if the need arises following changes to the activity, the environment or following an incident or ‘near miss’.

GAINING GROUND
Highland and Moray Social Crofting Network