



New Leaf Triangle
Green Woodworking and Woodworking Risk Assessment

Address	Site 2, Goadby Lane, Chadwell, Melton Mowbray, LE14 4LP
Assessor/Job Title and Name	Director Carly Steel
Date	12th September 2019
Reviewed	April 2021 Laura Jackson - Coordinator
Reviewed	April 2023 Laura Jackson - Coordinator
Reviewed	Sept 2025 Laura Jackson - Operations Manager
Next Review Date	September 2027

KEY RISK MATRIX

Risk = Probability (Frequency) x Consequence (Severity)

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CONSEQUENCE (Severity)			
	Severe (3)	Moderate (2)	Minor (1)
Frequent (3)	9	6	3
Occasional (2)	6	4	2
Rare (1)	3	2	1

Context

The premises

New Leaf Triangle is an outdoor learning centre for individuals with a range of disabilities, autism and mental health conditions. The main activities at New Leaf Triangle take place at the 2 main sites situated on Goadby Road, Chadwell, Melton Mowbray, LE14 4LP (site 1) and Eastwell Road Site 2). The sites are 2 and a half acres and 5 and a half acres of undulating ridge and furrow grassland with a 20 X 40m wood chip and rubber ménage at site one and 20 X 40m sand and rubber ménage at site two.

Site 1 Buildings:

9M x 8M steel barn, with steel anti condensation roof, containing 4 internal stables with a 3M wide roller shutter door. Stable partitions are steel framed with wooden panelling and steel grills. The barn is lined with 1.2cm ply board to 2.5M height. Means of escape – 3M wide roller shutter door

Two 3.6M x 3.6 M wooden stables adjoined. Means of escape - standard stable doors in each

3M x 3M wooden tool/feed shed. Means of escape – standard full wooden door.

5M X 3M log cabin, consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

6M X 3M log cabin consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

Goat pen with 2 small goats sheds

5 small wooden chicken coops in chicken mesh frames 3 M x 4M - Located in the top field.

Site 2 Buildings:

36 X 34ft wooden American style barn with 6 stables

5M X 5M log cabin consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

Two 3.6M x 3.6 M wooden stables adjoined. Means of escape - standard stable doors in each

2.5M X 2M Tool shed

2.5M X 2M Toilet shed

There is now a construction work bench at this site.

ACTION PLAN

FURTHER ACTION REQUIRED	BY WHOM	TARGET DATE	COMPLETED
Reviewed			

NUMBER	HAZARD/ POSSIBLE OUTCOME	GROUPS	RISK RATING	CONTROLS

1	Wounds – injury, death, blindness	Students, staff, visitors	Yellow 3	Staff Induction & Training Before undertaking any construction work with students, staff must receive an induction and safety guidance from a Director. This may include formal training, demonstrations, shadowing, or task-specific explanations. Staff should only proceed if they feel confident in their ability to carry out the task safely and must seek support if unsure. Ongoing Dynamic Risk Assessment Staff are responsible for dynamically assessing risks throughout the session and for planning the safety aspects of their activity. Tool Maintenance & Checks All tools must be regularly maintained and checked by Troy (or the designated Health & Safety representative, where agreed). Staff must also visually inspect tools before and after each use to ensure they are safe and fit for purpose. Supervision of Students Students must be closely supervised and supported at all times when using tools. Staff should provide guidance where necessary and ensure safe tool handling practices are followed. Safe Working Areas Tools must be used in designated safe areas, away from other students and animals. Students should remain at least two arms-length — plus the tool's length — away from others, except for their supervising staff member or agreed peer partner. Personal Protective Equipment (PPE) Staff must ensure appropriate PPE is worn based on the task. Examples include: • Hammering/Sawing: Glove on the hand holding the material • Drilling: Goggles for both student and supervising staff • Painting: Overalls Staff must also wear PPE where appropriate
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				Tool Storage & Site Safety Tools must be stored securely in a locked toolbox or shed when not in use. During an activity, if a tool is temporarily unused but will be used again, it should be placed in a designated safe spot or returned to the toolbox to maintain a tidy and hazard-free area. After each session, all tools must be locked away and the area cleared to prevent slips and trips. Power Tools Staff may only use power tools (e.g., drills) if approved by a Director or Manager and deemed competent. When using a powered drill, a secure vice must be used. Restricted Tools Staff must not use billhooks, sheath knives, or flint and steels unless directly supervised by Troy, the forest school leader. Personal Tools Staff may bring in personal tools only with prior approval and inspection by Troy. Student Wellbeing If a student is anxious, upset, or angry, they should be calmly redirected away from the tool-use area or assigned an alternative task until they are in a better emotional state. Tools must be locked away in their designated place after every activity.
3	Green woodworking Wounds – injury, death, blindness	Students, staff, visitors		Only staff who have completed the Green Woodworking Training are permitted to lead sessions. Student Supervision Students must be actively supported and observed by a staff member at all times when using tools. Guidance should be provided as needed to ensure safe and effective tool use.

				First Aid Requirements A fully stocked first aid kit must be available in the green woodworking workshop at all times. Tool Maintenance and Checks All tools must be regularly maintained. The green woodworking session leader must visually inspect tools before and after use to ensure they are safe and in good working condition. Any faulty or unsafe tools must be reported immediately to a manager. Designated Tool Use Area Tools must only be used within the green woodworking workshop. Students must keep a minimum distance of two arm lengths plus the length of the tool from others, except for a supervising staff member or a peer partner where agreed. Personal Protective Equipment (PPE) Appropriate PPE must be worn by both students and staff, depending on the task. Examples include: • Sanding: Goggles for both student and staff • Bow Saw Use: Glove on the non-dominant hand (holding the wood); the dominant hand operates the saw • Draw Knife Use: Gloves are not required, as they reduce control and increase the risk of injury Tool Storage and Area Cleanliness Tools must be stored securely in a locked tool cupboard or the locked shed. During the session, if tools are not in immediate use but will be used again, they must be placed in a designated safe space or returned to the toolbox. At the end of each session: • The area must be left tidy to prevent trips and slips • All tools must be locked away in the appropriate storage location
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				Group Work Considerations Group-based activities must be pre-approved by a manager or director, who will review the student groupings to ensure a suitable mix of participants. Student Wellbeing Students displaying signs of anxiety, distress, or anger should be gently encouraged to step away from the area or be given an alternative task until they are calm and able to re-engage safely. Tools must be locked away in their designated place after every activity.
I have read and understand the New Leaf Triangle Construction Risk Assessment above and agree to follow its guidelines				
Staff Name		Signature		Date

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