



Communities & Wildlife

CW 004 - GENERIC LAND BASED SITES

Risk Assessment Number

S01-RA-00033

Assessor: Mike Murphy
Assessed On: 16-Mar-2021
Approver: Alex Collins
Approved On: 20-Apr-2021
Status: Live
Department: Communities & Wildlife
Details: Includes: Woodland, meadow, heathland, near streams and ponds.
For volunteers, forest school, outreach, nature tots, wildlife watch, wildlife rangers and youth rangers

Hazards and Controls:

Identified Risk				Residual Risk			
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
1	Vehicle Collision, car park, roads and tracks Vehicle collision with pedestrian	Major Injury, Death Cuts, bruises, fractures, crush injuries, death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	Y	Supervise participants in car park and driveway, Hi-vis to be worn by leader if appropriate (7SCP road crossing, WM car park), walk on pavements. Use road crossings where appropriate.	Low Risk 5
					Y	Group leader to brief participants on high risk areas on arrival and before moving away from car parks	
					Y	7SCP " large school groups: high vis and spotters on A259.	
2	Slips, trips and falls On debris, mud, tree roots, animal holes, uneven ground.	Minor to Major Injuries Cuts, bruises, fractures	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 8	Y	Suitable footwear for weather/ground conditions. Boots and wellies provide ankle support, recommended. Suitable tread on soles.	Low Risk 4
					Y	If possible; On the day site inspection by group leader before group arrives. Check ground condition and site specific hazards. Tape off/raise awareness of new/increase hazards.	
3	Bacterial Infection Disease from leaf litter, water bodies	Infection, Weill's Disease Infection, Major Illness	SWT staff Volunteers School groups (adults and children), Children and accompanying adults	Low Risk 6	Y	Warn about Weil's disease and the risk of infection. Do not expose fresh cuts to water and soil; cover cuts with waterproof plasters.	Low Risk 3
					Y	Ensure hand washing equipment / hand gel is available, especially before eating	
4	Poisoning from Fungi Vomiting, paralysis, major organ failure, death	Illness and possibly death Ingestion of toxin	SWT Staff Volunteers School groups	Medium Risk	Y	Advise not to touch or taste any fungi.	Low Risk
					Y	Hand washing facilities available. Ensure anyone who touches fungi washes their hands before eating.	



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Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
			(adults and children), Children and accompanying adults	10			
5	Poisonous plants and berries including Arum Lilies, bracken. Thorns including blackthorn. Photo toxic sap including giant hog weed. Vomiting, illness, allergic reaction, photo-sensitive rash	Minor/Major Illness, Death Ingestion of toxin, ingestion of carcinogen, scarring	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	Y	Raise awareness of thorns and less obvious toxic or harmful plants like bracken and giant hog weed.	Low Risk 5
					Y	If tasting edible berries such as blackberries ensure group are able to identify (consider the learner's abilities) - you may need to check all collected berries before tasting. Consider accompanying staff.	
					Y	Picking blackberries or nettle leaves for consumption only as part of an organised activity where leaders can check plants / berries/ nuts	
6	Dog attacks Stress, dog bites	Minor/First Aid Injury Cuts, Bruises, Puncture wounds	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Low Risk 4	Y	Share strategies with group to help manage a dog situation. For example: place hands on shoulders and look away from dog. Stay calm, no running or calling to excite dog.	Very Low Risk 2
					Y	Ask owner to keep dog under control.	
					Y	Report regular incidents of dogs not under control to local authority community/dog wardens and keep records to raise awareness to other staff.	
7	Livestock a Being chased and trampled by livestock	Major Injury, death Cuts, bruises, goring, crush injuries, death	SWT Staff Volunteers School groups (adults and children),	Medium Risk 10	Y	Take advice from any signage and observe the behaviour of the livestock	Low Risk 5
					N	Avoid walking a large group of people through the middle of a herd - walk around the herd and leave space for cattle and horses to move away from group.	



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Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
			Children and accompanying adults		N	Avoid walking through cattle with calves, or through a field with a lone bull.	
					N	If concerned, find another route.	
8	Adder bites and insect stings (bee and wasp) Anaphylaxis	Illness, Death Anaphylactic shock, Death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	N	Raise awareness of possible locations of adder sites, wasp, hornet and bee nests.	Low Risk 5
					N	Any allergies of volunteers known through volunteer registration forms and group leader to check they are carrying medication.	
					N	Accompanying school / nursery staff should know location of medication if required for individual participants. Check accompanying school/nursery staff have epi pens and group allergy information to hand.	
9	Ticks and Lyme disease Bites, infection	Major Illness Bacterial infection, long-term illness	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 8	N	Raise awareness especially in peak summer time. Issue SWT Tick Leaflet (attached)	Low Risk 4
					N	Long trousers and closed toe shoes recommended. Advise: check body at home. Follow NHS advise re: removal and monitoring https://www.nhs.uk/conditions/lyme-disease/	
					N	Tick removal tweezers included in 1st aid kit.	
10	Nettles and brambles Cuts, scratches and stings	Minor Injury Infection	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Low Risk 3	N	Raise awareness â€” less experienced learners/ volunteers.	Very Low Risk 2



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Identified Risk				Residual Risk			
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
11	Wet boardwalks Slips, trips and falls	Minor/Major Injury Brises, sprains and fractures	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 8	Y	Raise awareness re wet board walks and steps. Weather conditions and group dynamic will determine level of advice.	Low Risk 4
					Y	Ensure that participants are wearing suitable footwear, with good grip on the sole, at the start of the activity.	
					Y	Inform site manager / owner. Cover boards with non-slip surface e.g. chicken wire	
12	Falling into shallow stream, rivers pond, lake Injury, Drowning	Drowning Injury, Death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	N	Raise awareness and ensure supervision of participants near bodies of water if they are exploring/working in shallow water or nearby deeper features such as ponds and rivers	Low Risk 5
					N	Participants not to be left alone near open water. Volunteers working in pairs so they always have a spotter/buddy.	
					N	Carry throw line near rivers and lakes, to enable a rescue of a person who has fallen in the water.	
13	Low branches - eye injury, cut / scratch to face Impact from collision with branches	Cuts, scratches, puncture wounds Infection, illness, death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 8	N	Remove low, pointy branches in areas of high activity e.g. around fire circle or busy footpaths.	Low Risk 4
					N	Safety goggles provided For volunteers working in dense scrub or where eye level branches/thorns may be concealed.	
14	Barbed wire Cuts, puncture wounds, infection	Minor/First Aid Injury Cuts, puncture wounds, infection - Tetanus	SWT Staff Volunteers School groups	Low Risk 4	N	Raise awareness. Highlight if hidden in a regularly used site and ensure that participants keep away from barbed wire.	Very Low Risk
					N	Remove wire, if possible.	



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Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
			(adults and children), Children and accompanying adults				2
15	Rubbish on site including sharps and faeces Injury, bacterial infection	Cuts and grazes, Injury, bacterial infection Illness	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Low Risk 6	N N N N	Visual inspection on arrival. Remove if possible. If removal is not possible, move activity area away from sharp objects or faeces. Handwashing or hand gel available in event of faeces contamination Sharps box might be needed in some more public locations	Low Risk 3
16	Hazardous Operations : Contractors/rangers on site. Injuries from machinery, vehicles, tree felling and strimmer.	Major Injury, Death Cuts, bruises, hearing loss, fractures, crush injuries, puncture wounds, death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	N N N	Communicate with land managers and contractors and plan activities accordingly, to avoid conflict with hazardous operations. Keep at least 2 tree lengths away from tree works Avoid site if required / cancel session if no alternative	Low Risk 5
17	Activities near Cliffs Falling from cliff/quarry edge Under cliffs " rock fall and cliff collapse	Major Injury/Death Cuts, bruises, fractures, crush injuries, death	SWT Staff Volunteers School groups (adults and children), Children and	Medium Risk 10	N N	Raise awareness. Stay at least 5 meters away from Cliff or quarry edge. When working below cliffs, stay beyond cliff-height away from base of cliffs.	Low Risk 5



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Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	In Place	Control Measures	Residual Risk
			accompanying adults				
18	High winds and falling branches Injury through being struck by woody debris or falling trees	Major Injury or Death Cuts, bruises, fractures, crush injuries, death	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Medium Risk 10	N	Cancel event if High/ Gale Force winds are forecast. Observe canopy and root bases for displacement or movement of large branches/whole trees in the wind Retreat from woodland if unexpectedly gusty.	Low Risk 5
					N	Visual check of canopy in activity zone for obvious dead hanging branches, limbs and trees. Move group away so participants are not at risk of falling debris, especially during windy conditions.	
					N	Chalara "Ash die back": If there is evidence of infected trees (branches lack leaves in Spring and Summer) inform the landowner, the work site is to be moved far enough away so as participants are not at risk from falling debris and follow usual canopy and root observations. Cancel Event where this is not possible.	
19	Exposure to extreme weather conditions heavy rain, extreme cold, heat wave: Hypothermia, sunburn/sunstroke	First Aid/7 Day Injury hypothermia, hyperthermia, dehydration, sunburn, sunstroke	SWT Staff Volunteers School groups (adults and children), Children and accompanying adults	Low Risk 6	N	Cold/wet weather: Full water proofs, spare clothing, full change of clothing in waterproof (non-plastic) bag recommended.	Low Risk 3
					N	Hot weather: Long sleeve clothing recommended to all. Sun screen and hats to be worn. Water available at all times.	
					N	If extreme weather conditions are forecast, plan activities accordingly or postpone/cancel event.	



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Risk Calculator Type

Risk Rating = Probability x Consequence

	Highly Unlikely	Unlikely	Likely	Very Likely	Certain to Happen
Very minor Injury	1	2	3	4	5
First Aid Injury or Illness	2	4	6	8	10
7 Day Injury or Illness	3	6	9	12	15
Major Injury or Illness	4	8	11	15	19
Fatality/Disabling Injury or Illness	5	10	15	20	25

Probabilities

Label	Description	Percentage
Highly Unlikely		20%
Unlikely		40%
Likely		60%
Very Likely		80%
Certain to Happen		100%

Consequences

Label	Description	Percentage
Very minor Injury		5
First Aid Injury or Illness		10
7 Day Injury or Illness		15
Major Injury or Illness		19
Fatality/Disabling Injury or Illness		25

Rating Categories

Label	Description	Colour	Threshold
Very Low Risk			1
Low Risk			3
Medium Risk			7
High Risk			12
Unacceptable Risk			16



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Actions Arising

Number	Type	Status	Assigned to / Location	Summary
CM-000388	Corrective Action	Completed		Supervise participants in car park and driveway, Hi-vis to be worn by leader if appropriate (7SCP road crossing, WM car park), walk on pavements. Use road crossings where appropriate.
CM-000389	Corrective Action	Completed		Group leader to brief participants on high risk areas on arrival and before moving away from car parks
CM-000390	Corrective Action	Completed		7SCP " large school groups: high vis and spotters on A259.
CM-000391	Corrective Action	Completed		Suitable footwear for weather/ground conditions. Boots and wellies provide ankle support, recommended. Suitable tread on soles.
CM-000392	Corrective Action	Completed		If possible; On the day site inspection by group leader before group arrives. Check ground condition and site specific hazards. Tape off/raise awareness of new/increase hazards.
CM-000393	Corrective Action	Completed		Warn about Weil's disease and the risk of infection. Do not expose fresh cuts to water and soil; cover cuts with waterproof plasters.
CM-000394	Corrective Action	Completed		Ensure hand washing equipment / hand gel is available, especially before eating
CM-000395	Corrective Action	Completed		Advise not to touch or taste any fungi.
CM-000396	Corrective Action	Completed		Hand washing facilities available. Ensure anyone who touches fungi washes their hands before eating.
CM-000397	Corrective Action	Completed		Raise awareness of thorns and less obvious toxic or harmful plants like bracken and giant hog weed.
CM-000398	Corrective Action	Completed		If tasting edible berries such as blackberries ensure group are able to identify (consider the learner's abilities) " you may need to check all collected berries before tasting. Consider accompanying staff.
CM-000399	Corrective Action	Completed		Picking blackberries or nettle leaves for consumption only as part of an organised activity where leaders can check plants / berries/ nuts
CM-000400	Corrective Action	Completed		Share strategies with group to help manage a dog situation. For example: place hands on shoulders and look away from dog. Stay calm, no running or calling to excite dog.
CM-000401	Corrective Action	Completed		Ask owner to keep dog under control.
CM-000402	Corrective Action	Completed		Report regular incidents of dogs not under control to local authority community/dog wardens and keep records to raise awareness to other staff.
CM-000403	Corrective Action	Completed		Take advice from any signage and observe the behaviour of the livestock
CM-000404	Corrective Action	Live		Avoid walking a large group of people through the middle of a herd - walk around the herd and leave space for cattle and horses to move away from group.



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CM-000405	Corrective Action	Live		Avoid walking through cattle with calves, or through a field with a lone bull.
CM-000406	Corrective Action	Live		If concerned, find another route.
CM-000407	Corrective Action	Live		Raise awareness of possible locations of adder sites, wasp, hornet and bee nests.
CM-000408	Corrective Action	Live		Any allergies of volunteers known through volunteer registration forms and group leader to check they are carrying medication.
CM-000409	Corrective Action	Live		Accompanying school / nursery staff should know location of medication if required for individual participants. Check accompanying school/nursery staff have epi pens and group allergy information to hand.
CM-000410	Corrective Action	Live		Raise awareness especially in peak summer time. Issue SWT Tick Leaflet (attached)
CM-000411	Corrective Action	Live		Long trousers and closed toe shoes recommended. Advise: check body at home. Follow NHS advise re: removal and monitoring https://www.nhs.uk/conditions/lyme-disease/
CM-000412	Corrective Action	Live		Tick removal tweezers included in 1st aid kit.
CM-000413	Corrective Action	Live		Raise awareness â€œ less experienced learners/ volunteers.
CM-000414	Corrective Action	Completed		Raise awareness re wet board walks and steps. Weather conditions and group dynamic will determine level of advice.
CM-000415	Corrective Action	Completed		Ensure that participants are wearing suitable footwear, with good grip on the sole, at teh start of the activity.
CM-000416	Corrective Action	Completed		Inform site manager / owner. Cover boards with non-slip surface e.g. chicken wire
CM-000417	Corrective Action	Live		Raise awareness and ensure supervision of participants near bodies of water if they are exploring/working in shallow water or nearby deeper features such as ponds and rivers
CM-000418	Corrective Action	Live		Participants not to be left alone near open water. Volunteers working in pairs so they always have a spotter/buddy.
CM-000419	Corrective Action	Live		Carry throw line near rivers and lakes, to enable a rescue of a person who has fallen in the water.
CM-000420	Corrective Action	Live		Remove low, pointy branches in areas of high activity e.g. around fire circle or busy footpaths.
CM-000421	Corrective Action	Live		Safety goggles provided For volunteers working in dense scrub or where eye level branches/thorns may be concealed.
CM-000422	Corrective Action	Live		Raise awareness. Highlight if hidden in a regularly used site and ensure that participants keep away from barbed wire.
CM-000423	Corrective Action	Live		Remove wire, if possible.
CM-000584	Corrective Action	Live		Visual inspection on arrival. Remove if possible.
CM-000585	Corrective Action	Live		If removal is not possible, move activity area away from sharp objects or faeces.



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CM-000586	Corrective Action	Live		Handwashing or hand gel available in event of faeces contamination
CM-000587	Corrective Action	Live		Sharps box might be needed in some more public locations
CM-000588	Corrective Action	Live		Communicate with land managers and contractors and plan activities accordingly, to avoid conflict with hazardous operations.
CM-000589	Corrective Action	Live		Keep at least 2 tree lengths away from tree works
CM-000590	Corrective Action	Live		Avoid site if required / cancel session if no alternative
CM-000591	Corrective Action	Live		Raise awareness. Stay at least 5 meters away from Cliff or quarry edge.
CM-000592	Corrective Action	Live		When working below cliffs, stay beyond cliff-height away from base of cliffs.
CM-000593	Corrective Action	Live		Cancel event if High/ Gale Force winds are forecast. Observe canopy and root bases for displacement or movement of large branches/whole trees in the wind. Retreat from woodland if unexpectedly gusty.
CM-000594	Corrective Action	Live		Visual check of canopy in activity zone for obvious dead hanging branches, limbs and trees. Move group away so participants are not at risk of falling debris, especially during windy conditions.
CM-000595	Corrective Action	Live		Chalara "Ash die back": If there is evidence of infected trees (branches lack leaves in Spring and Summer) inform the landowner, the work site is to be moved far enough away so as participants are not at risk from falling debris and follow usual canopy and root observations. Cancel Event where this is not possible.
CM-000596	Corrective Action	Live		Cold/wet weather: Full water proofs, spare clothing, full change of clothing in waterproof (non-plastic) bag recommended.
CM-000597	Corrective Action	Live		Hot weather: Long sleeve clothing recommended to all. Sun screen and hats to be worn. Water available at all times.
CM-000598	Corrective Action	Live		If extreme weather conditions are forecast, plan activities accordingly or postpone/cancel event.



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Appendix of Attachments

Documents

Hazard # 9 (SWT Tick Leaflet.pdf)

Key tick awareness messages

- **'be tick aware'** and remember that you could be exposed to ticks whenever you spend time outdoors, including when in your garden or the local park
- ticks mainly attach to animals, but sometimes they may bite you or your family
- you can prevent tick bites by walking on clearly defined paths, using insect repellent and performing **regular tick checks**
- some tick bites can result in infection, so it is important to remove ticks safely and as quickly as possible
- the safest way to remove a tick is by using a pair of **fine-tipped** tweezers or a tick removal tool
- contact your GP or dial NHS 111 **promptly** if you begin to feel unwell with flu-like symptoms or develop a spreading circular red rash. Remember to tell them you were bitten by a tick or have recently spent time outdoors

More information

For more information, search for the phrases 'ticks' and 'Lyme disease' on these websites: www.nhs.uk www.gov.uk

Public Health England
Wellington House
133-155 Waterloo Road
London SE1 8UG
www.gov.uk/phe
Twitter: @PHE_uk

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Public Health
England



Sussex
Wildlife Trust

Enjoy the outdoors but 'be tick aware'



'Be tick aware' to avoid tick bites and know how to take action if you or your family get bitten by ticks

What are ticks?

Ticks are small, spider-like creatures that feed on the blood of animals, including people. The size of a tick can vary, with a larva being as small as a tiny freckle, and fully fed females similar in size to a baked bean.

Where do you find ticks?

Ticks survive in many habitats, but prefer moist areas with leaf litter or longer grass, like in woodland, grassland, moorland, heathland and some urban parks and gardens. Ticks don't fly or jump. They wait on vegetation for a host to pass by, and then climb on.

They bite and attach to the skin and feed on blood for several days, before dropping off. Ticks are found throughout the year, but are most active between spring and autumn.

Sizes compared to a one penny coin



Main health risks

- ticks can sometimes transmit microbes that may cause human diseases such as Lyme disease. It is important to be Lyme disease aware and see your GP promptly for diagnosis and treatment if you recognise the symptoms which can include:
 - a flu-like illness, fatigue and muscle and joint pain
 - a characteristic expanding red rash, erythema migrans (present in many but not all cases)
- you may not always remember being bitten by a tick, so if you have spent time outdoors and develop any of these symptoms, seek advice from your GP or dial NHS 111.
- Lyme disease can be treated with a course of antibiotics. Without treatment, more serious conditions can develop such as swelling in some joints or problems with the nerves and heart, so prevention and early detection are key.

Avoiding ticks

- walk on clearly defined paths to avoid brushing against vegetation
- wear light-coloured clothes so ticks can be spotted and brushed off
- use repellents such as DEET
- carry out a tick check

Carry out a tick check

Make it a habit to check your clothes and body regularly for ticks when outdoors and again when you get home. Check your children and pets as well.

Ticks prefer warm, moist places on your body, such as the groin, waist, arm pits, behind the knee and hair lines, so look out for anything as tiny as a freckle or a speck of dirt. Young children are commonly bitten on the head/scalp so need to be carefully checked around the neck, in and behind the ears and along the hairline.

If you have been bitten

- remove ticks as soon as possible
- the safest way to remove a tick is to use a pair of **fine-tipped** tweezers or a tick removal tool
- grasp the tick as close to the skin as possible
- pull upwards slowly and firmly, as mouthparts left in the skin can cause a local infection
- clean the bite area, and monitor it for several weeks for any changes
- contact your GP promptly if you begin to feel unwell with flu-like symptoms or develop a spreading circular red rash. Remember to tell them you were bitten by a tick or have recently spent time outdoors

