

Welbourn Forge

Safety Assessment and Action Plan

v.1 January 2026

Contents

1 Scope	3
2 General Assumptions	4
3 PPE	6
4 Visitors General Assumptions	7
5 Document Control	8
6 Declarations	8

Appendix (attached)

Fire safety Audit and Review

First Aid Needs Assessment

COSHH Assessment for Soldering Flux (Borax)

1. Scope

The following provides context for this risk assessment:

- Welbourn Forge was first established in 1864 and closed as a commercial operation in 1967, it is now operated by a small group of volunteers (up to 5) who open the forge once per month from 9am to 1pm to showcase and demonstrate traditional blacksmithing techniques and skills to visitors.
- Workpieces are small – easily managed by one worker – tools used are hand tools e.g. hammers, files to manipulate the workpiece – a bench grinder is sometimes used, hand operated bellows are used to aerate the forge fires.
- Visitors are shown various methods of shaping hot metal and have the opportunity, under close supervision, to try some of the methods themselves, if they wish.
- Visitor numbers are low – averaging less than 12 per session, larger groups are accommodated by prior arrangement, at no time are more than 4 visitors admitted at any one time.
- The forge buildings and contents are owned by the Parish of Welbourn, who provide the necessary public liability insurance, and other overheads as necessary eg utilities, fire equipment inspections etc
- The forge occupies a brick/stone-built building of approximately 20 sq m – the roof is of pan tiles and is not felted – facilitating ventilation in addition to the flues above the forges.
- There are two forges, fuelled by coal – lit at the start of each session and extinguished at the end of the session
- There is good natural daylight and additional artificial lighting.
- The floor is uneven – laid to cobbles in it's original construction – the cobbles though worn are not loose and the surface is stable

2. General Assumptions

2.1 Incidents

The site has a good safety record with no RIDDORS reported during the last 5 years

One minor accident was recorded (January 2026) – a minor burn – treated with first aid

2.2 Waste Management

No significant volumes of general waste are produced and any waste produced by the site is disposed of in the appropriate local refuse collection points – as far as practical recyclable materials are segregated and placed in the appropriate skips/bins.

No hazardous waste is produced – should a situation arise where hazardous waste is produced or collected – arrangements for safe disposal will be agreed on a case-by-case basis.

2.3 Welfare

There are no hand washing facilities at the site – there are local arrangements with a neighbouring property within a reasonable distance for fresh water.

The toilet is a composting type

All volunteers are aware of the local arrangements and sessions are of limited duration – this risk has been accepted, with these practical arrangements in place

Handwash dispensers will be made available, and bottled water or drinks are brought by volunteers for each shift as necessary

2.4 Training

All volunteers working at the forge are competent in the skills required to complete the tasks accurately and safely, new members will undergo a period of supervision and skills assessment

A degree of competence is assumed and validated before new volunteers are admitted, interest in blacksmithing is encouraged any new volunteers will be closely supervised at all times until they become competent to work alone.

2.5 Tools and Equipment

All tools are selected appropriately for the task to be completed

Tools and equipment are checked before use – If any tool or item of equipment is found to be impaired or not suitable for the task, for any reason, it shall be removed from service and a suitable alternative sourced.

2.6 First Aid

A separate first aid assessment has been completed – see appendix attached

The risk of injury has been assessed and there are adequate provisions in place should an injury occur

Additional first aid materials relating to eye injury and burns identified by the first aid assessment will be provided

The accident book is available and is in good order

2.7 Fire

A fire safety audit and review has been completed – the site has adequate firefighting equipment.

There are few combustible materials at the site and the risk of fire is low within the operating practices of the forge

Consideration should be given for an electrical safety check, due to the age of the building

3 PPE

General PPE will be worn at all times



Safety Work Boots or Shoes



Gloves – suitably rated for hot materials and cut protection (min L3)



Apron – Leather (and cotton clothing)



Eye Protection

4 Visitors – General Assumptions

- The site welcomes non-paying visitors to experience and observe the traditional skills being demonstrated.
 - Anticipated visitor numbers at any time are low (<5) – the number of visitors admitted at any one time shall not exceed 5, small children only accompanied by responsible adult.
 - There are notices at the entrance advising the risks to visitors – consideration could be given to simplify and consolidate these notices to make the messages more focussed
- Occasionally larger groups with prior arrangement will visit in these cases the group will be divided in to smaller groups of up to 5 before entering the premises
- Visitors may be given limited hands-on practice to enhance their experience of their visit to the forge - this will be with close supervision of a volunteer at all times,
- Volunteers will be present at all times when the site is open to the public

5 Document Control

Amendments		
Version v1	January 2026	
Next Review		
January 2027		

6 Declarations

I have read the attached risk assessment and agree to follow the actions required to keep a safe work place at the Welbourn Forge

Name	Signature	Date

Action Plan

	Action	M- Mandatory A- Advised	Who	When
1	Provide Eye wash station and locate in suitable position close to the first aid kit	A		
2	Provide hand wash	A		
3	Maintain small supply of bottled / fresh tap water	A		
4	Obtain additional first aid supplies for burns treatment (Melolin 10x10 & Micro pore suggested)	A		
5	Fix First aid kit on wall by the entrance – or other suitable accessible location	A		
6	Consider consolidating some of the existing safety notices for visitors displayed at the entrance	A		
7	Seek technical advice – for electrical safety check	A		

Risk assessment for:		Welbourn Forge - Volunteers									
1. General details											
Site/operation etc: Welbourn Forge				Assessors: Robert Jennings				Date of assessment: 01/26			
Description of task assessed: Forge Demonstrations							Assessment ref number and issue number: WelForVol v1 0126				
2. Risk assessment											
Hazard/s	Risk/s from hazard/s	Person/s potentially affected	What are we already doing to control risks: (engineering, physical, procedures/rules, monitoring and checking, mitigation etc)	Severity	Likelihood	Risk factors			Additional controls required	Resp' person	By when
						Low	Med	High			
Trip Hazards	Slip, Trip Fall injury caused by loose materials, and uneven floors	Volunteers Members of the Public	<ul style="list-style-type: none"> ✓ Advisory signage at the entry for visitors ✓ Volunteers wear work boots with metal or composite toe protection ✓ The work areas are kept free of unnecessary materials, boxes etc. ✓ Wooden duck boards at one forge 	3	1	3			Continue to conduct regular housekeeping	JR	Open days
Cuts, lacerations caused by sharp edges	Risk of cuts to skin Eye Injury from unprotected spikes / rods etc	Volunteers	<ul style="list-style-type: none"> ✓ First aid qualified person will be onsite on open days ✓ Sharp tools will be safely stored in the appropriate rack, box, or bench ✓ Rod spike etc. will be stored with the end pointing towards the walls ✓ Safety gloves with at least cut protection 3 will be worn when handling sharp edged items 	2	1	2			Continue to monitor.	JR	
Hot materials Heat sources Hot sparks or debris	Burns – 1-4 Eye Injury	Volunteers Members of the Public	<ul style="list-style-type: none"> ✓ Eye Protection and gloves to be worn when working ✓ Visitors will be supervised and kept a safe distance from hot working and heat sources (the forges) ✓ The open forge coals and hot areas will be supervised at all times – and safe working methods used throughout ✓ Volunteers will wear aprons and cotton clothing when working 	3	2		6		Continue to monitor	JR	

			✓										
3. Overall risk rating, review date and confirmation													
Overall risk rating (low/medium/high): Low.				Date review due (dependent on risk rating): Q4/2027				Authors signature: Safety Consultant,					
4.0 Personal Protective Equipment (All PPE to requisite BS)													
Hi-vis	Safety Helmet	Protective Footwear	Ear Defenders	Gloves	Suitable Clothing	Eye protection	Other (say what)						
		Yes		Yes	Yes	Yes	Apron						