

# RISK ASSESSMENT Midsomer Norton RFC

Activity Assessed: Kitchen Safety

Assessment Date: May2018

Reference:

Name of Assessor: Neil Denning

Review Date: May2019

Ref No.	Hazard	Persons at Risk and How They Might be Harmed	Controls Currently in Place	Further Controls Recommended	Risk Rating	Action by Whom	Action by Date	Completed Date
	Slips Trips and Falls	Employees, Volunteers Contractors Children Injury due to slipping or tripping (bruises cuts etc.)	Floors in good condition and provided with non-slip surfaces Slipping and tripping hazards removed Spillage procedure in place Wet floor signs available All food preparation and storage areas are subject to routine cleaning, including spillage procedures to ensure that they are free from slipping and tripping hazards. Kitchen area is restricted to authorised staff only. Children are not allowed in kitchen areas.	Monitor by Catering manager	Low			
	Electrical	Employees Volunteers Contractors Children Injury from electrocution, shock fire, burns	All equipment in good condition and good working order. All equipment tested and maintained as required. Portable appliance testing on kitchen equipment has been carried out	Monitor by Catering Manager PAT Testing carried out 12 <sup>th</sup> June 2018	Mid	Committee	Sept	
	Gas	Employees Volunteers Contractors Children Injury from explosion and fire	Gas appliances inspected annually by a competent person (e.g. Gas Safe registered engineer) and record kept available. Employees and volunteers know what to do if there is a gas leak and where isolation point is.	Monitor by Catering Manager	Low	Committee	Sept	
	Fire	Employees Volunteers Contractors Children Injury from, burns, smoke inhalation	Suitable fire extinguisher (CO2) or Wet Chemical and fire blanket provided Extractors for cookers are cleaned on a regular basis. Staff are suitably trained in fire safety procedures.	Ensure all persons working in this area have received training on Fire Safety	Mid	Committee	Sept	
	Hot oil	Employees Volunteers Children Injury from scalds and burns	Adequate oven gloves/cloths are provided for handling.	Monitor by Catering manager	Low			
	Hot surfaces	Employees Volunteers Children Injury from burns	Adequate oven gloves/cloths are provided for handling Adequate warning signs displayed where relevant.	Monitor by Catering manager	Low			
		Employees Volunteers	Adequate oven gloves/cloths are provided for handling hot pans etc.	Monitor by Catering manager	Low			

	Hot liquids	Children Injury from scalds and burns	Hot surfaces are provided with adequate warning signage. First aid kit available (suitable for kitchen use) and at least one person on site trained to give first aid.					
	Sharps	Employees Volunteers Children Injury from cuts and infection	Kitchen knives are stored safely. Broken glass cleaned up using dustpan and brush or suitable gloves (leather) and disposed off in marked containers (not placed in general kitchen waste bins)	Monitor by Catering manager	Low			
	Hazardous Substances	Employees Volunteers Children Injury from inhalation, swallowing or coming into contact with harmful substances.	Cleaning materials used by authorised staff only and secured away when not in use. All substances are in correctly marked containers. (See general areas assessment for more information)	Monitor by Catering manager	Low			
	Manual Handling	Employees Volunteers Injury to fingers, hands and back.	Heavy loads avoided when possible. Employees and volunteers given basic manual handling training. Kitchen staff only carry what they can comfortably lift. Mechanical assistance is provided (such as a trolley) when needed.	Monitor by Catering manager	Low			

This assessment does not cover food safety and a specific assessment will need to be carried out. Further information can be obtained from <http://www.food.gov.uk/business-industry/caterers/sfbb/#.UayoudJzG84>

### Risk Rating Key

High	Death or permanent disability likely
Medium	Serious but reversible injury or health effect likely
Low	Minor injury or health effect likely

### Notes for Assessor

This template is supplied as a generic form. Each club will be unique and have its own specific issues. Where an existing control is identified but is not yet implemented, it should be moved to the 'Further Controls Recommended' and then the 'Action' boxes completed with a timescale. The residual risk level should be reduced to a level which is as 'low as reasonably practicable'. If a control is not included in the 'Controls Currently in Place' but the club has implemented it, then it should be added into that column.

If a control or hazard is not applicable, then it should be deleted from the assessment form. Do not leave hazards or controls on the form that do not apply. This will only confuse people who read the assessment.

The assessment should be revised at least once a year. Additionally, it may need to be revised if the assessment is no longer considered valid (for example if the club has had repair or refurbishment work undertaken) if there has been an accident or if there has been a change to legislation that may apply.

Copies of risk assessments should be kept available in the club and should be read by anyone who needs to read them, this would include any employees, volunteers, contractors for example.