
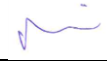












Root & Branch	Risk Assessment In accordance the Management of Health and Safety Regulations 1999	Ref: RA0017 Date: 25 July 2017
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	Task:	<i>Kitchen Activities</i>		Location:	<i>Root & Branch</i>
	Name of Assessor	<i>S.R.Coombs</i>		Name of Reviewer	<i>Mark Wild</i>
	Job Title	<i>Root & Branch Health & Safety Officer</i>		Job Title	<i>Trustee</i>
	Signature	<i>S Coombes</i>		Signature	
	Persons Potentially at Risk				
	Operator	Other service users	Staff / Volunteers	Public /Other Contractors	
Y	Y	Y	Y		

Operative PPE requirements for this operation										
										
Safety Boots	Coveralls	Gloves	Eye Protection	Face Protection		Hearing Protection	Hi Viz Vest/ Clothing	Dust Mask	Wellington Boots	Hard Hats
N	N	N	N	N		N	N	N	N	N
Specific PPE comments or requirements <i>Oven Gloves should always be used when putting items into or extracting them from the oven</i>										

Estimated Level of Risk (Based on Maximum Risk Identified)		
Low (1-4)	Medium (5-12)	High (13-25)
Yes	Yes, until properly trained	

Emergency Details			
Nearest A & E:	<i>Great Western Hospital Swindon</i>	Telephone No:	01793 604020
First Aid:	<i>First Aiders listed on board in lobby</i>	<i>First Aid Kit in Kitchen</i>	<i>Additional Kits in Forge and Wood Shop</i>

Likelihood - L	Rating Given	Severity of Outcome - S	Rating Given
Highly Unlikely	1	First Aid injury or minor property damage	1
Unlikely	2	Minor injury or property damage	2
Medium	3	Potential lost time injury or short term ill health	3
Likely, may occur regularly	4	Major illness or injury	4
Highly Likely, certain or almost certain to occur	5	Fatal or disabling injury or serious ill health	5

Apply a rating to both **likelihood** and **severity** and then multiply together to give actual risk rating of a particular hazard

Hazard	Risk	L	S	R	Control Measures	L	S	R	Further Action Required
Defective Equipment	Defective equipment presents a risk of injury	3	4	12	If Equipment is thought to be defective at any time, cease use of machine and attach a defect tag to isolate from use. Report any defects to your Supervisor immediately. Ensure machines are regularly serviced in accordance with manufacturers recommendations	1	4	4	
Hygiene and Cleanliness	Lack of Cleanliness of work surfaces, crockery, cooking pans, kitchen staff and service users, can lead to serious illness through possible food poisoning.	3	4	12	All kitchen activity leaders have attended and passed the safety with food course Kitchen work surfaces to be thoroughly cleaned every morning , prior to any food preparation or cooking commencing. Cooked food should not be kept and stored for use the next day. Service users MUST wear appropriate clothing – such as Aprons and Head Scarves. Ask all staff and service users to wash their hands before making use of the kitchen facilities. All kitchen staff must regularly wash their hands before & after each element of the food preparation activity.	1	4	4	Consider the installation of a Dish Washer to improve hygiene.
Cuts to Hands	Use of large sharp knives and removal of tin lids can result in serious injury	3	4	12	Technique training and intense supervision reduce the chance of serious cuts occurring	1	4	4	

Hazard	Risk	L	S	R	Control Measures	L	S	R	Further Action Required
Special Hazard No 1 Trip Hazard	The power supply cord on Portable Power equipment can be 3 metres in length, which can form a trip hazard for the operator and other area users. Which may result in fall injuries.	2	4	8	Operator Training emphasises the safe routing of cables	1	4	4	In the future we should consider buying cordless power tools when machines are due replacement
Special Hazard No 2 Slip Hazard	The Kitchen having two sinks plus the cooking and food preparation activity. This along with much foot traffic from outdoor service users can result in wet floors. The afore mentioned could lead to slips and quite serious injuries.	3	4	12	Activity leaders and Service Users ensure that any spills of any fluid are mopped up immediately.	1	4	4	Consider the purchase of a steam floor mop, to assist in keeping the floor efficiently cleaned and dry. Purchase two good quality entrance floor mats. Install hand towels to encourage much hand washing by all Kitchen users.
Hot Surfaces	There are several very hot surfaces, that Staff, volunteers and Service Users could suffer serious burn injuries from inadvertently touching.	3	3	9	Log Burning stove is fitted with a guard, lighting and the subsequent addition of fuel logs only to be carried out by staff. Service Users MUST don oven gloves when they work around the cooking oven. Service user training by kitchen supervisors and intense supervision will minimise possible burns from the hob and oven. Service users could suffer Burns from brushing against the Tea Urn boiler	1	3	3	Consider fitting an insulated jacket, to the tea urn, which would prevent burns & improve thermal efficiency of tea urn
Maintenance and cleaning activities	Many items of powered kitchen equipment can be started by a simple trigger switch. Hence the operator may be injured by the machine unexpectedly starting whilst being cleaned	2	3	6	The power supply cable must be removed from the socket prior to cleaning activity Only competent persons to maintain machines. Maintenance to be carried out in accordance with manufacturers recommendations (operators' manual).	1	3	3	
Electric Shock	Electric shock may cause burns or serious injury	2	4	8	All power sockets are fed via a RCD Trip Switch All Power tools are subject to a 12 monthly PAT test regime. All electric supply circuits are subject to a 5 yearly test by a Qualified electrician as per Legislation.	1	4	4	