

Kitchen use – Henley Fort

Activity	Hazard type	Who may be harmed	Is the risk adequately controlled
General (see also site-specific general hazards)	All hazards	All users	User appropriately trained and inducted by Surrey Outdoor Learning and Development (S.O.L.D) staff or appropriately trained S.O.L.D. staff to oversee kitchen use. First aid kit and staff first aid trained. Firefighting equipment and appropriate training to use this. Clear method of reporting damaged / faulty equipment in place. P.P.E to be worn in the kitchen. Long hair must be tied back. Users aware of own personal hygiene. Hand washing facilities in kitchen. See 'general' risk assessment for S.O.L.D. centre.
Human	Falling/slipping	All users	Users trained to immediately clear up any spillages, to maintain a clear floor space and wear appropriate footwear. Regular cleaning rota in place.
Human	Slippery doorstep / entrance when raining	All users	Users trained to use mat provided.
Human	Collision with other users	All users	Maximum of four users in kitchen whilst serving. Jobs are issued to individuals. Clear communication between users.
Human	Lifting	All users	Kitchen equipment stored at appropriate levels for safe lifting. Users trained to lift with bent knees and straight back.
Human	Kitchen utensils falling from storage space from height causing injury	All users	Kitchen equipment stored at appropriate levels. Users trained to stack utensils safely.
Human	Burns / Scalds	All users	Use of oven gloves / rubber gloves / appropriate personal protective equipment (P.P.E) Users trained to be aware of surrounding environment whilst using

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			heated / hot appliances. Follow guidelines of manufacturers for all appliances.
Human	Injury during use of cooking utensils	All users	Users trained in the use of utensils. Visually inspect equipment every usage and report to S.O.L.D. senior staff if faulty - Do not use. Ensure utensils are stored dry and clean.
Environmental	Food Poisoning /Cross Contamination	All users	Users trained in the use of chopping boards, storage of meats in fridge, washing and cleaning, disposal of food waste, use of food probe to ensure food cooked to required temperatures (75degrees). Use of logging system to track food temperatures of meals. Twice daily checks on fridge / freezer temperatures to ensure safe storage (See food hazard analysis sheets). Users must wear clean P.P.E. at all times. Long hair must be tied back. Regularly maintain personal hygiene.
Environmental	Use of cleaning chemicals	All users	Users trained in cleaning procedures, safe storage and use of C.O.S.H.H sheets. Use of centre cleaning products only.
Environmental	Fire	All users	Users briefed on fire evacuation procedures. Safety briefing poster on wall. Users trained in use of firefighting equipment. Reporting procedure to senior staff in the event of fire. Do not leave hobs unattended. Keep the work surfaces clear, ensure tea towels are hung up in safe places. Use appliances as stated in manufacturers guidelines. Ensure users are aware of environment.
Environmental	Rodents / insects causing contamination	All users	Pest control contract in place - signed and logged.

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Equipment	Equipment faulty	All users	Equipment maintained and checked. Reporting system in place.