

**RISK ASSESSMENT TEMPLATE FOR OPM RFC**

**Activity Assessed: Kitchen Safety**

**Assessment Date:**

**APPENDIX 'B'**

**Name of Assessor:**

**Review Date:**

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
001	Slips Trips and Falls	Volunteers, Helpers.  Injury from cuts and bruises. Head injury.						
002	Electrical	Volunteers, Helpers.  Injury from electrocution, shock, fire, burns.						
003	Gas	Volunteers, Helpers.  Injury from explosion and fire.						
004	Fire	Volunteers, Helpers.  Injury from burns, smoke inhalation.						
005	Hot oil	Volunteers, Helpers.  Injury from scalds and burns.						
006	Hot Surfaces	Volunteers, Helpers.  Injury from burns.						
007	Hot liquids	Volunteers, Helpers, Visitors, Players, Children.  Injury from scalds and burns.						

008	<b>Sharps</b>	Volunteers, Helpers.  Injury from cuts and infection.						
009	<b>Hazardous Substances</b>	Volunteers, Helpers.  Ingestion of harmful substances, from inhalation, swallowing or coming into contact with the skin, eyes etc.						
010	<b>Manual Handling</b>	Volunteers, Helpers.  Injury to fingers, hands and back.						

This assessment does not cover food safety and a specific assessment will need to be carried out.

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.

#### Risk Rating Key

<b>High</b>	Death or permanent disability likely
<b>Medium</b>	Serious but reversible injury or health effect likely
<b>Low</b>	Minor injury or health effect likely

#### Notes for Assessor

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.