Risk Assessment Form

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| **Activity** | **Kitchen activities** | **Site/Location** | Wakefiled SC | **Risk Assessment No.** | KA-LSC-01 |
| **Person Completing Form** | **Mark Fletcher** | **Job Title** | Health and Safety Manager | **Date** | Feb 2018 |
| **Review Date** | 2020 | **Reviewed By** | Mark Isherwood | **Next Review Date** | Feb 2021 |
| **Persons at Risk** | Employee  | Learner  |  |  |
| **Initial Risk Level (of the hazard, before implementing all of the Control Measures and Actions)** |
| **Potential Severity of Harm (A)** | **3** | **Likelihood of Harm Occurring (B)** | **3** | **Initial Risk Level (A x B)** | **9** |

| **Hazard** | **Control Measures** | **Additional Control Measures** | **Action By** | **Action Target Date** | **Action Complete (Initial)** |
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| Slips, Trips and Falls | Any spillages to be cleaned up immediately nd warning signs used to highlight any hazards | Any access and egress routes to be kept clear at all times. | Centre ManagerAll Staff | Ongoing |  |
| Burns/Scalds | Hot water to be dispensed only into suitable containers and on a stable surface | First aid kits and first aiders to be available on site at all times | Centre ManagerAll Staff | Ongoing |  |
| Cuts | Any sharp utensils (knives etc) to be kept secure and not left in sinks/water to be washed later.Sharp utensils to be stored correctly where they don’t pose a hazard to staff. | First aid kits and first aiders to be available on site at all times | Centre ManagerAll Staff | Ongoing |  |
| Electrical shock | All electrical equipment to be PA tested prior to use, any faulty items to be taken out of service immediately. | Users to perform pre use visual checks | Centre ManagerAll Staff | Ongoing |  |
| Fire | Good housekeeping regime to be installed and followed in all areas | Fire wardens to be installed o all sites and all staff and learners to be aware of the local emergency procedures | Centre ManagerAll Staff | Ongoing |  |
| COSHH products | COSHH assessments and MSDS are to be available for all products that require dthem and briefed out to all staff who may use the products. | All products to be stored correctly as per the COSHH assessment and be used as directed by the manufacturer. | Centre ManagerAll staff | Ongoing |  |
| **Residual Risk Level (after implementing all of the Control Measures and Actions)** |
| **Potential Severity of Harm (C)** | **2** | **Likelihood of Harm Occurring (D)** | **1** | **Residual Risk Level (C x D)** | **2** |

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|  | **Potential Severity of Harm** | **Residual Risk Level Actions** |
| **Slightly Harmful 1** | **Harmful 2** | **Extremely Harmful 3** | **Low Risk** | **Medium Risk** | **High Risk** |
| **Likelihood of Harm Occurring** | **Highly Unlikely****1** | **Low Risk****1** | **Low Risk****2** | **Medium Risk****3** | **Proceed with Activity****under controlled** **measures above** | **Reduce Risks Further ALARP** | **Do Not Proceed Without Referring to Your Manager First** |
| **Unlikely****2** | **Low Risk****2** | **Medium Risk****4** | **High Risk****6** |
| **Likely****3** | **Medium Risk****3** | **High Risk** **6** | **High Risk****9** |

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| **This Risk Assessment must be communicated to those who are carrying out the task and should be recorded in the boxes below** |
| **The above Risk assessment has been briefed to those individuals detailed below and they understand the requirements of the risk assessment.** |
| **Name** | **Signature** | **Company** | **Date** |
| Terry Yates (Tutor) | T Yates  | Yorkshrie academy Wakefiled  | 9th Mar 2020 |
| Paul Shiliato (Tutor) | ;P Shilliato  | Yorkshrie academy Wakefiled  | 9th Mar 2020 |
| Emma Johnson (Admin)  | Emma Johnson  | Yorkshrie academy Wakefiled  | 9th Mar 2020 |
| Martin Greening (ESO) | Martin Greening  | Yorkshrie academy Wakefiled  | 9th Mar 2020 |
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