

Canteen - No.4 Canteen - General Considerations (List additional hazards, risks and controls particular to your school using the blank template no.69)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Controls (When all controls are in place risk will be reduced).	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date completed
Unsafe storage of kitchen items		Toppling goods	H	Utensils, crockery and other items are stored appropriately on shelves and in cupboards to prevent toppling and unsafe access				
Fire		Burns Smoke inhalation	H	Designated employees have received training in the use of fire fighting equipment				
			H	An F type fire extinguisher is accessible where a deep fat fryer is being used				
			H	The kitchen is fitted with an appropriate fire alarm system See 'No. 16 - Fire (Specialist Rooms)'				
Damaged electrical fittings and equipment		Electrocution Cuts	M	Defective electrical equipment shall be clearly identified, labelled as out of use and stored separately to prevent accidental use. Report defects to person in control of the workplace to ensure all items are repaired or replaced. Complete 'No.20 - Portable Electrical Appliances'				
Explosion		Scalds	M	Pressurised water boilers examined by a competent person annually				
Heated utensils and appliances Steam		Burns Scalds	M	Self service water boiler is serviced annually				
			H	Gas hobs or ranges are serviced as per manufacturers instructions				
			M	Microwaves are used as per manufacturers instructions				

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Sharp knives and cutters		Cuts/ lacerations	M	Knives kept sharp (blunt knives require additional force in use leading to accidents)				
			H	Knives and cutters checked for damaged blades or handles once per term and disposed of if damaged				
			M	Knives and cutters stored separately to other equipment				
			H	Knives are washed in sink separately from other items of equipment and never left soaking in sink				

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.
Medium Risk (M) actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

Risk Assessment carried out by: _____ Date: / /