

ACTIVITY RISK ASSESSMENT - INCLUDING HOLIDAYS AND TRIPS

Activity: Hailey Village Lunches

Date of first risk assessment: 28 April 2022

Location: Hailey Village Hall

Time/frequency: 3rd Wednesday of the month. Monthly

Name of leader with responsibility: Various but will include Elpie Lewis, Sue Drew, Robin Carr

Date to be reviewed: April 2023

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage risks?	Action by whom?	Action by when?	Done
Burns from heating up the food	People preparing the food	Experienced adults only to use the hob	2 adults on duty at all times First Aider and Box on hand at all times Water spray on hand Fire extinguisher on hand	People in the kitchen	At the start of every session	
Transfer of germs to/from food	People eating lunch	Perishable food to be kept in fridge prior to cooking Separate containers for raw and cooked food	Use disinfectant hand gel Wear plastic gloves when handling food Soap and water to hand	People in the kitchen	Throughout the session	
Slips, trips, falls in the village hall	Anyone	Inspect for trip hazards Entrances and exits clearly shown First Aid box on hand	Volunteers available for those with mobility problems Carer from Middletown Grange to attend if any residents attending All reasonable precautions taken	Various	At the start of every session and throughout	