



## United Benefice of St Chad's and St Mary's with St Alkmund's

### Activity risk assessment

**Activity:** Serving breakfasts on Sunday to homeless people

**Date of risk assessment:** 20 Jan 2022. Version 1.

**Location:** St Chad's Church hall

**Name of leader with responsibility:** Philip Lapage

**Signature :** *P Lapage*

What are the hazards?	Who might be harmed and how?	What are you doing to manage the risk?	Action by whom?	Action by when?	Done
Gas supply for cooker	Cooks. Explosion if faulty, hot surfaces.	Service and certificate cooker. Appropriate instruction given.	Michael Vout Team Leader	Start of service As required	Jan 2022
Electrical appliances	Cooks. Electrical fire.	All equipment checked within current PAT test schedule. Instruction given.	Michael Vout	Start of service	11 Jan 2022
Covid transmission, other contagions	All. Illness.	Current guidelines on masks, distancing, ventilation, surface cleaning etc. observed.	All	Ongoing	
We are dealing with vulnerable adults, but this is provision of a cafeteria service and not pastoral care.	Anyone. Potential for emotional, psychological, physical issues.	Volunteers to undergo relevant training. Referral mechanisms to relevant bodies in place. Consider having security personnel. Team leader available to counsel volunteers if necessary. Safeguarding policy available. Emergency phone numbers available.	Steve Jones	Start of service	10 Feb 2022
Unhygienic food	Anyone eating. Food poisoning.	Cooks to do Food Hygiene course. Cleaning protocols established and published. Vigilance and common sense.	Steve Jones, cooks.	Start of service.	Feb 2022
Slip risks due to spillage both in kitchen and hall.	All. Injury through falling.	Clear up any spillage immediately. Use yellow hazard warning on wet floor area.	Team leader, cooks, helpers	Ongoing, as necessary	



**United Benefice of St Chad's and St Mary's with St Alkmund's**

**Activity risk assessment**

**Activity:** Serving breakfasts on Sunday to homeless people

**Date of risk assessment:** 20 Jan 2022. Version 1.

**Location:** St Chad's Church hall

**Name of leader with responsibility:** Philip Lapage

**Signature :** *P Lapage*

What are the hazards?	Who might be harmed and how?	What are you doing to manage the risk?	Action by whom?	Action by when?	Done
Unhygienic toilet area	All, potential for infection.	Check and remedy if necessary before, during (if alerted) and after service.	Team leader, helpers	Ongoing, weekly.	
General kitchen hazards: hot surfaces, knives, scalds, hot fat when frying etc.	Cooks, helpers	Common sense. Vigilance. First aid available. 1 <sup>st</sup> Aid EAP available. Cooks only in kitchen, except helpers occasionally as necessary. No guests in kitchen.	All	Ongoing	
Loss of control handling large containers: urns, large tea pots.	All Spillage, scalding.	Never move a full urn: refill/empty via jugs. Always use both hands with full tea pot. Guests do not move containers.	Team leader, cooks, helpers	Ongoing	
Fire in building.	All. Burns, smoke inhalation.	Check fire exits are operational on entry. No smoking on premises. Identify where extinguishers are. Fire policy available. Sign-in sheets to be used. Plan of building available to show fire brigade – gas cut off, etc.	Team leader, cooks, helpers.	Ongoing	