

Risk Assessment: Kitchen & Serving

This Risk Assessment has considered the government guidance provided on 5th June 2020 and takes further consideration as new guidelines are provided by Public Health.

Hazard	Persons at Risk	Existing Controls	Further Action Required	PPE/Equipment/Props/ Controls And supporting documentation
<p>Maintaining hygiene with staff and young people during food serving and eating</p>	<p>Staff, Volunteers, Young people and visitors</p>	<p>Staff and young people sanitise hands on before and during serving.</p> <p>Sanitisers in the kitchen for kitchen staff only.</p> <p>Existing kitchen control measures in place following the control guidelines.</p>	<p>Ensure that all adults and young people wash their hands before serving/eating,</p> <ul style="list-style-type: none"> ● Wash their hands with soap and water for 20 seconds and dry thoroughly. See further guidance via guidance on hand cleaning ● Clean hands throughout, especially before and after eating, and after sneezing or coughing. ● To be encouraged not to touch their mouth, eyes and nose ● Use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') 	<ul style="list-style-type: none"> ● Hand sanitisers positioned throughout the build ● Visuals and props on the walls and key areas such as toilet cubicles.

			<ul style="list-style-type: none"> ● Screens to be put up to separate serving/kitchen staff and young people. A small hatch to pass food will be introduced. <p>Staff should ensure young people are encouraged to wash their hands after they visit the bathroom or move away from the food area. This should be encouraged by supporting visuals and props to remind staff and young people.</p>	
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<p>Equipment and resources</p>	<p>Staff and young people</p>	<p>No activity in the kitchen by staff or young people other than meals by the cook and their team. No one is permitted to enter the kitchen if they have not got their food hygiene certificate.</p> <p>All kitchen equipment will remain in the kitchen and will not be used by any other team members.</p>	<p>The following guidelines should be considered,</p> <ul style="list-style-type: none"> ● All cooking equipment will be cleaned thoroughly, especially after use as usual. ● All meals will be in disposable containers and everything will be disposed of by the team after meal times. ● Gloves will be worn when serving at all times. 	<ul style="list-style-type: none"> - PPE including gloves - Cleaning equipment including disposable papers - Extra cleaning equipment for wiping down surfaces more regularly.
<p>Access to the kitchen</p>	<p>Staff, Volunteers, Young People</p>	<p>Young people & visitors cannot access the kitchen under any circumstances.</p>	<p>As per government guidelines all doors will be wedged to increase airflow and windows will be open when the kitchen team are in the kitchen/serving area.</p> <p>When entering the kitchen the team member must make themselves known to the team in the kitchen to ensure paths are not crossed.</p>	<ul style="list-style-type: none"> ● Signs to show no entry ● Door wedges.

<p>Risk to children and staff due to allergies/ intolerances</p>	<p>Young people and staff</p>	<p>All staff have updated health resorts which state any allergies and intolerances.</p> <p>All young people should have updated memberships clearly stating allergies and intolerances.</p> <p>BYZ catering follows good practice relating to suitable foods and does not service foods with common allergies within its ingredients.</p> <p>Maintain existing risk assessments attached to allergies and intolerances</p>	<ul style="list-style-type: none"> - Ensure up to date information is collected from parents/carers regarding any allergies, including allergies to cleaning products, anaphylaxis triggers and seasonal allergies e.g. hay fever. - During all food delivery, ensure up to date information is collected from parents/carers regarding meals requirements; <ul style="list-style-type: none"> ● Review our catering supplier the provision of food with reference to individual preference, allergies, cultural requirements and intolerances; ● Share information with catering and other relevant staff where appropriate. ● Qualified first aider on site (including 	<ul style="list-style-type: none"> - All sites to have access to salesforce which states young people's allergies.
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			<p>Paediatric First Aid where appropriate).</p> <ul style="list-style-type: none"> Up to date emergency contact list. 	
Preparing and cooking food for young people	Staff & volunteers	Usual risk assessments that are in place to manage the control of cross contamination.	<p>Handwashing at regular intervals throughout the day.</p> <p>Increased surface cleaning.</p> <p>All meals will be put into disposable containers in the kitchen then onto the hot plates before serving.</p> <p>All cutlery will be disposable.</p> <p>Staff members & volunteers will have set roles in preparing and serving food ensuring 2m distancing.</p> <p>No face to face working of the kitchen team must have its own allocated areas ensuring 2m distance at all times in line with usual kitchen policies.</p>	<p>Handwashing signs to be put up.</p> <p>Disposable containers.</p> <p>Disposable cutlery</p>

<p>Cleaning of the kitchen</p>	<p>Staff</p>	<p>Daily and weekly cleaning to be kept in place with increased surface cleaning throughout the day.</p>	<p>Bins will be emptied at regular intervals throughout the day with a checklist of times emptied</p> <p>Cleaning staff will be rotated in to deep clean the kitchen once a week. LINK</p> <p>No face to face working of the cleaning team they must have their own allocated areas ensuring a 2m distance at all times.</p> <p>All towels and oven gloves will be cleaned each day at the youth zone.</p>	<p>Increased cleaning material.</p>
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Risk Assessment carried out by: _____ Carried out date: _____

Review date: _____ Reviewed by: _____