

Risk Assessment:	Food Preparation & Cooking		Location:	Indoors & Outdoors
Version	Author	Date	Approval	Date
Original	Toby Roe (SL)	February 2017	Mark Medler (GSL)	1/3/17
2021 Update	Toby Roe (SL)	May 2021	Mark Medler (GSL)	
Reviewed	Toby Roe (AGSL)	September 2024		

### COVID Specific Risks

#### References:

**Camp Food Safety** - <https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/guidance-for-food-safety/introduction/>

**Using Gas Safely** - <https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/safety/keeping-safe-at-camp/using-gas-safely/>

Hazard / Risk	Who is at Risk?	<b>Normal Control Measures</b> <i>(Brief description and/or reference to source of information).</i>	Additional Control Measures	Responsibility
<b>General</b>	All	<ul style="list-style-type: none"> <li>First aid equipment is available and properly stocked.</li> <li>All leaders should have minimum first response, first aid training.</li> <li>For every session there will be a dynamic risk assessment on arrival and will be on going throughout the activity session.</li> <li>YP should remove, or tuck, neckers out of the way.</li> </ul>	First Response, first aid qualifications	All leaders
<b>General (Indoors)</b>	All	<ul style="list-style-type: none"> <li>Suitably experienced adults only to enter and operate in the kitchen.</li> <li>Avoid overcrowding. A maximum of 3 persons should operate in the kitchen (Cook, washer and server).</li> <li>Young people allowed in only under strict supervision.</li> <li>All food waste to be disposed off-site at end of session.</li> <li>Ovens for food preparation not to be used for other purposes e.g. heating plastics.</li> <li>Fire blanket kept in the area and leaders should know how to use it.</li> <li>Know locations of fire extinguishers</li> <li>Cookers and ovens should be sited away from flammable materials, doorways, passageways and fire escape routes.</li> <li>There should be no wall displays, pin boards etc in the close vicinity.</li> </ul>		All leaders
<b>General (Outdoors / Camping)</b>	All	<ul style="list-style-type: none"> <li>Tables outside to be made level by digging in not propping up.</li> <li>Cookers direct on table or pallet or floor, only heat protection between, not acceptable to balance cookers on intermediate items to get more height.</li> <li>Water heaters should be secured upright by wiring to a scaffold structure.</li> <li>Store all foodstuffs in sealed containers.</li> <li>Rubbish bag control outside</li> </ul>		All leaders

Hazard / Risk	Who is at Risk?	<b>Normal Control Measures</b> <i>(Brief description and/or reference to source of information).</i>	Additional Control Measures	Responsibility
<b>Hot surfaces liquids / Burns, scalds</b>	Leaders, Beavers, Cubs or Scouts, volunteer helpers	<ul style="list-style-type: none"> <li>Lifting lids off pans &amp; kettles, moving hot tins, dishes and water. Judgement for younger sections needs to be assessed and possibly be restricted to adults only.</li> <li>Adequate supervision and safe working procedures in place</li> <li>Position pan handles not to overhang the edge of the cooker</li> <li>Ensure adequate space is available around the cookers at all times when handling hot items.</li> <li>Water heater at kitchen sink produces very hot water.</li> </ul>	No further action at this stage	All leaders
<b>Sharp equipment / Cuts</b>	Leaders, Beavers, Cubs or Scouts, volunteer helpers	<ul style="list-style-type: none"> <li>Controlled storage and use of knives.</li> <li>Each section taught correct techniques for use of knives and use under supervision.</li> <li>Knives are kept sharp as blunt knives can cause serious injuries.</li> <li>Wash separately do not leave in sink or wash basin</li> </ul>	No further action at this stage	All leaders
<b>Slippery floors / Slips and trips</b>	Leaders, Beavers, Cubs or Scouts, volunteer helpers	<ul style="list-style-type: none"> <li>Appropriate cleaning materials to be available</li> <li>No obstacles in walkways and regular cleaning of floors</li> <li>Prompt maintenance of defects</li> <li>Spillages should be dealt with immediately.</li> <li>Paper towels to be used on small areas of water-based contamination.</li> <li>Ensure good housekeeping and that any spills / food debris are cleared up immediately.</li> </ul>	No further action at this stage	All leaders
<b>Use of cookers (Electric / gas)</b>  Electric shock Fire, explosion	Leaders, Beavers, Cubs or Scouts, volunteer helpers	<ul style="list-style-type: none"> <li>Electrical equipment is subject to regular safety inspection and test ('PAT testing')</li> <li>Gas equipment is under planned maintenance</li> <li>The gas isolation valve should be off when the gas supply is not in use.</li> <li>Children must be supervised at all times.</li> </ul>	No further action at this stage	All leaders

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		<ul style="list-style-type: none"> <li>Portable cookers should be positioned on tables back to back so no access behind eliminating trip hazard with the hose to the gas bottle</li> <li>Gas bottles should be positioned under the tables to eliminate trip hazards.</li> </ul>		
<b>Food Hygiene</b>  Food poisoning Poor standards of hygiene Incorrect storage of food)	Leaders, Beavers, Cubs or Scouts, volunteer helpers	<p><b>Personal hygiene</b></p> <ul style="list-style-type: none"> <li>Sections taught the need for personal hygiene. All participants to wash hands before handling food and after visits to the toilet.</li> <li>Ensure that warm water, soap and towels (disposable) are available.</li> <li>Cuts etc. are covered with waterproof adhesive dressings.</li> <li>Tie back long hair.</li> </ul> <p><b>Storage</b></p> <ul style="list-style-type: none"> <li>Avoid the use of foods that require refrigeration if safe temperatures cannot be maintained.</li> <li>“Use by” and “best before” dates should be checked.</li> <li>Food stored in suitable containers. (covered / protected from contamination)</li> <li>Store raw meats, poultry, fish and vegetables separately.</li> <li>Foods appropriately covered / wrapped and stored prior to taking home. Each section should be provided with instruction on safe storage / consumption.</li> </ul>	Separate chopping boards and utensils should be used for raw and cooked foods. If this is not practical, the chopping board should be cleaned and disinfected between use.	All leaders
<b>Food Handling</b>		<p><b>Food handling</b></p> <ul style="list-style-type: none"> <li>High risk / raw foods kept apart at all times.</li> <li>Separate chopping boards and utensils used for raw and cooked foods.</li> <li>Equipment, including cutlery, should be stored in secure, clean conditions and used only for food preparation.</li> </ul> <p><b>Cleaning</b></p>	No further action at this stage	

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		<ul style="list-style-type: none"> <li>Work surfaces cleaned with a multi-purpose cleaner and then disinfected prior to any food preparation.</li> <li>Where a table has to be used for food preparation it should be thoroughly cleaned following use.</li> <li>Equipment, including cutlery, should be stored in secure, clean conditions and used only for food preparation.</li> <li>Adequate rubbish bins for waste food and they must be emptied and rubbish taken away at the end of the evening.</li> </ul>		
<b>Participants with food allergies</b>  Inadvertent contact  Leaders not aware of individuals allergies	Individuals with allergies	<ul style="list-style-type: none"> <li>All leaders and volunteer helpers are made aware of individuals who are sensitive to foods and food additives.</li> <li>Leaders should be aware of <u>all</u> ingredients/food additives present in foodstuffs.</li> </ul>	No further action at this stage	