

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

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

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

Hazard / Risk	Who is at Risk?	Normal Control Measures <i>(Brief description and/or reference to source of information).</i>	Additional Control Measures	Responsibility
		<ul style="list-style-type: none"> • Work surfaces cleaned with a multi-purpose cleaner and then disinfected prior to any food preparation. • Where a table has to be used for food preparation it should be thoroughly cleaned following use. • Equipment, including cutlery, should be stored in secure, clean conditions and used only for food preparation. • Adequate rubbish bins for waste food and they must be emptied and rubbish taken away at the end of the evening. 		
<p>Participants with food allergies</p> <p>Inadvertent contact</p> <p>Leaders not aware of individuals allergies</p>	<p>Individuals with allergies</p>	<ul style="list-style-type: none"> • All leaders and volunteer helpers are made aware of individuals who are sensitive to foods and food additives. • Leaders should be aware of all ingredients/food additives present in foodstuffs. 	<p>No further action at this stage</p>	