

## Risk Assessment For Felixstowe Sea Angling Society

This documentation is to provide a risk assessment for the Felixstowe Sea Angling Society kitchen. This document will cover a full list of potential risks and how to prevent them from happening, as well as minimizing any potential accidents from occurring.

This document will include a breakdown of:

- Identifying any risks involved in the kitchen
- Who could be harmed
- Actions being taken to prevent hazard from happening
- Potential further actions that could be taken to reduce risks happening

### **Beko Electric Oven/Grill**

Risk – Somebody burns themselves

Who could be harmed – Anybody who uses the oven

Prevention Actions – When removing items from under the grill or the oven, ensure the person is using a dry, clean tea towel or oven gloves and ensure that their arms and hands are kept as clear from the oven/grill plates as possible

Further actions – Ensure that everyone has had correct training and been shown how to use the oven/grill correctly to further reduce risk of injury or harm

### **Kettle**

Risk – Somebody scolds themselves/touches the side of the kettle whilst it is still too hot

Who could be harmed - Anybody who uses the kettle

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Prevention Actions – Ensure that the kettle is not touched after immediate use. In the case of potential scolding, make sure your hands are nowhere near the opening of the kettle when the water is being poured and also that the lid is closed properly, to prevent any excess water from spilling out

Further Actions – Ensure everyone has had correct training and has been shown how to use the kettle in the correct way, to prevent and reduce any risk of injury or harm

### **Instant Hot Water Tap**

Risk – Someone scolds themselves/touches the pipe whilst it is still hot

Who could be harmed – Anyone who uses the instant hot water tap

Prevention Actions – Ensure that the pipe work is not touched while the tap is turned on, in use or after it has been turned off. In the case of potential scolding, make sure your hands are not anywhere near the opening of the tap when the unit is in use.

Further Actions – Ensure everyone has had the correct training and been shown how to use the unit correctly. Also ensure that the unit is switched off at the isolation point on the wall next to it when it has finished being used and that everyone is aware that the unit is off

### **Vinyl Floor Tiles**

Risk – Floor is slippery and someone slips over/someone was to trip over something on the floor and had a fall

Who could be harmed – Everyone

Prevention Actions – When something is spilt on the floor, ensure it is dried up immediately using a paper towel, discarding the used paper towels after use. In the event of somebody potentially tripping up, make

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sure that the kitchen floor is clear of all hazards, i.e. cardboard boxes, to ensure that any trip hazards are kept to a minimum

Further Actions – If the floor is still wet after use, place a wet floor sign in a visible place so that everyone can see that the floor is still wet and remove when the floor is completely dry. Also make sure that anything that is on the floor is kept to an absolute minimum, in the case there is something additional on the floor, make sure that everyone is aware to help reduce the risk of any accidents happening

## **Cleaning Chemicals**

This list covers all of the cleaning chemicals that are found in the kitchen

Risk – Somebody was to spill the chemicals, potentially causing a chemical burn

Who could be harmed – Everyone

Prevention Actions – Make sure all the bottles are closed properly after use and during storage. Once the chemical has been used, ensure that it is out of the way of the area that is being cleaned to prevent it being knocked over and spilt

Further Actions – Ensure that everyone has had the correct training and knows what chemical is used for what area of the kitchen. Also when handling chemicals, ensure gloves are worn to protect from any form of direct contact on the skin for the chemical in use.

## **Fire Safety**

In the event of a fire, the kitchen is equipped with a fire blanket and a dry powder extinguisher which covers any oil, gas or electrical fires should they occur.

### **FIRE BLANKET**

The fire blanket is to be used on a chip pan/small oil based fires. This will remove any oxygen from the fire and is the safest and most efficient way of tackling this type of fire.

### **DRY EXTINGUISHER**

The dry extinguisher is only to be used on any electrical fires, this will remove and oxygen from the surrounding fire and is the safest and most efficient way of tackling this type of fire.

This risk assessment is to be reviewed annually (yearly) by the chairman of the committee, ensuring that it is kept up to date and all procedures are all correct within the structure of this assessment.

Signed.....

Andrew Smith, Chairman of Felixstowe Sea Angling Society

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