

Assessment of risk

DINING ROOM

Assessment undertaken (date)

Signed

Assessment Review Date

| Hazard | Who might be harmed? | Existing controls | Further action necessary |
|--|----------------------|---|--------------------------|
| Glass panels in Crockery cupboards | All | Safety film applied to glass. Doors kept closed when not in use. | |
| Microwave leakage | All users | Yearly leakage test. Vigilance by staff | |
| Fridge/Freezer | All users | Regular temperature checking / cleansing. User manual provided. | |
| Toasters | All users | Separate ring main (Blue Plugged / Socketed) Electrically tested annually. Overhauled regularly. User advice given as required. | |
| Urn | All users | Annual electrical test Thermostatically controlled. | |
| Urn dripping - slippery floor | All | Drip box provided. | |
| Circulation in lab/kitchen/dining room door area. | All | Electromagnet linked to fire alarm on kitchen fire doors. | |
| Crockery/Cutlery cleanliness | All users | Quality control at lunch times and weekly by Centre staff. | |

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|--|----------------------|--|--------------------------|
| Foodhygiene | All | <p>Try to ensure food is stored correctly, prepared and cooked thoroughly.</p> <p>Housekeeper cleanses and sanitises school meals containers and work surfaces daily after lunch.</p> <p>Visiting groups responsibility at other times.</p> <p>Group leaders are directed to website on food hygiene, advice given on kitchen noticeboard.</p> <p>Head of Centre and Housekeeper have Basic Food Hygiene Certificate.</p> <p>Compliance by Centre Staff with food hygiene recommendations.</p> <p>Periodic independent inspection by District Council.</p> | |
| Floors (spillages/splinters/slipperiness) | All | <p>Advice given to mop spills / mop provided. Splintery flooring replaced.</p> <p>Use of non-slip polish.</p> | |
| Intrusion by unauthorised persons/ dog via D.Room door / courtyard gate from cottage / backyard. | All | <p>Policy of this door being kept locked at all times.</p> <p>External gate locked when householders away from premises and groups not in, otherwise bolted daily.</p> | |