

## Camp Risk Assessment Form

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<b>Name of camp:</b>	<b>Activity/Area being assessed:</b>  <b>Food preparation</b>	<b>Camp leader's name:</b>
<b>Name(s) of risk assessors</b> 1) 2) 3)	<b>Date risk assessment undertaken:</b>	<b>Time period risk assessment is valid for:</b>

What are the hazards?	Who could be harmed and how?	What controls do you have in place?	Are further controls needed? Yes/No if yes please outline below	Date action completed
Use of electric potato peeler	Helpers and cooks of electrocution  Cuts/mutilated fingers	Annual PAT test  Used by cookhouse staff only  Appliance is earthed and circuit breaker is wired into supply.  Visual check of lead/plug before use.  Competent operator, stand on a firm surface, area clear of people and cable kept clear of blade.  Used by kitchen staff only or with risk assessed supervision by camp leader.  Before cleaning appliances switch off and unplug.  Sign by the machine stating 'do not put hands inside whilst machine is in motion'	NA	Ongoing
	Helpers and cooks of cutting fingers/stabbing	Knives to be held safely and used responsibly	Closed in shoes to be worn when working in kitchen to	Ongoing

## Camp Risk Assessment Form

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Use of sharp knives		Check condition of knives regularly	protect feet.	
Use of food processor, stick blender, Kenwood Chef mixer, jug blender.	Helpers and cooks of electrocution  Hand injury if misused	Annual PAT test  Follow manufacturer's instructions  Used by kitchen staff only or with risk assessed supervision by camp cookhouse staff  Visual check of leads/plugs before use  Do not put hands in appliances whilst in use.  Before cleaning appliances switch off and unplug.	NA.	Ongoing
Electric knife, cuts to hands	Helpers and cooks of electrocution	Annual PAT test  Follow manufacturer's instructions  Used by kitchen staff only or with risk assessed supervision	NA	Ongoing

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		<p>by cook house staff</p> <p>Visual check of leads/plugs before use.</p>		
Microwave	<p>Helpers and cooks of electrocution</p> <p>Food poisoning</p> <p>Arcing through inappropriate items such as foil being placed in microwave</p> <p>Overheating/food going on fire</p>	<p>Annual PAT test</p> <p>Follow manufacturer's instructions</p> <p>Clean daily with antibacterial cleanser</p> <p>Display notice 'do not use metal containers or run microwave empty.</p> <p>Visual check of lead/plug before use.</p> <p>Food to be heated thoroughly and follow manufacturers' instructions</p>	<p>NA</p> <p>Ensure all who use microwave only place appropriate materials in microwave</p> <p>Ensure vents on microwave are not covered up.</p> <p>Have fire blanket/CO2 fire extinguisher to hand</p>	Ongoing
Use of electric potato peeler	<p>Helpers and cooks of electrocution</p> <p>Cuts/mutilated fingers</p>	<p>Annual PAT test</p> <p>Used by cookhouse staff only</p> <p>Appliance is earthed and circuit breaker is wired into supply.</p> <p>Visual check of lead/plug before use.</p> <p>Competent operator, stand on a firm</p>	<p>NA</p>	Ongoing

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		<p>surface, area clear of people and cable kept clear of blade.</p> <p>Used by kitchen staff only or with risk assessed supervision by camp leader.</p> <p>Before cleaning appliances switch off and unplug.</p> <p>Sign by the machine stating 'do not put hands inside whilst machine is in motion'</p>		
Use of sharp knives	Helpers and cooks of cutting fingers/stabbing	<p>Knives to be held safely and used responsibly</p> <p>Check condition of knives regularly</p>	Closed in shoes to be worn when working in kitchen to protect feet.	Ongoing
Use of food processor, stick blender, Kenwood Chef mixer, jug blender.	<p>Helpers and cooks of electrocution</p> <p>Hand injury if misused</p>	<p>Annual PAT test</p> <p>Follow manufacturer's instructions</p> <p>Used by kitchen staff only or with risk assessed supervision by camp cookhouse staff</p> <p>Visual check of leads/plugs before use</p> <p>Do not put hands in appliances whilst in use.</p> <p>Before cleaning appliances switch off and unplug.</p>	NA.	Ongoing

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Electric knife, cuts to hands	Helpers and cooks of electrocution	<p>Annual PAT test</p> <p>Follow manufacturer's instructions</p> <p>Used by kitchen staff only or with risk assessed supervision by cook house staff</p> <p>Visual check of leads/plugs before use.</p>	NA	Ongoing
Microwave	<p>Helpers and cooks of electrocution</p> <p>Food poisoning</p> <p>Arcing through inappropriate items such as foil being placed in microwave</p> <p>Overheating/food going on fire</p>	<p>Annual PAT test</p> <p>Follow manufacturer's instructions</p> <p>Clean daily with antibacterial cleanser</p> <p>Display notice 'do not use metal containers or run microwave empty.</p> <p>Visual check of lead/plug before use.</p> <p>Food to be heated thoroughly</p>	<p>NA</p> <p>Ensure all who use microwave only place appropriate materials in microwave</p> <p>Ensure vents on microwave are not covered up.</p>	Ongoing

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		and follow manufacturers' instructions	Have fire blanket/CO2 fire extinguisher to hand	

**Signature of Risk Assessor:**..... **Print name**..... **Date:**.....

**Signature Camp Leader:** ..... **Print name** ..... **Date:**.....

Send for comment to Woodlarks H&S Advisor at [cisafetysolutions@gmail.com](mailto:cisafetysolutions@gmail.com)