

RISK ASSESSMENT

Sherburn Visiting Scheme

Task/ Process: Preparing and serving food to service users

Completed by: M Rennison

Completed on: 20/01/2023

People at Risk: Staff & Volunteers and Service Users

Reviewed by: M. Rennison

Review date: 21/11/2025

Next Review due: 01/11/2026

PPE Requirements

Heat resistant gloves available for kitchen staff
Aprons to cover outdoor clothing
Gloves, aprons, safety goggles when handling chemicals

Overall control measures

Ensure all food handlers are adequately trained in Food Safety
Ensure all food handlers know about service user's allergies
Ensure all food handlers take appropriate measures to minimise cross contamination.
Ensure First Aid equipment is always available

Ref:	Hazard	Risk	Persons involved	Industry best practice/guidance	Control measures	Adequate ? Y/N	Action Required	By (date)	Completed (date)
1.1	Injury resulting from contact with hot substances	Minor, Moderate or Serious burns to hands, wrists, forearms and legs.	Food Handlers and Service users	Food Safety Training Health & Safety at Work Act 1974 Health & Safety (First Aid) Regulations 1981 Management of Health & Safety at Work Regulations 1999	1. Ensure all food is cooked thoroughly but wear protective gloves when handling hot food and use tongs minimise contact. 2. When handling hot liquids, use jugs or serving containers with handles to hold. 3. When serving hot food to Service users, ensure the food is cooled sufficiently before serving and	Y Y Y	NONE NONE NONE		

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					<p>ensure Service User is informed the food is hot.</p> <p>4. Always ensure sufficient running cool water is available in case of burns.</p> <p>5. Ensure sufficient burns dressings are available in the First Aid Kit.</p> <p>6. Kitchen staff are trained in the risks of steam and release of steam.</p>	<p>Y</p> <p>Y</p> <p>Y</p>	<p>NONE</p> <p>NONE</p> <p>NONE</p>		
1.2	Injury resulting from contact with blades	Minor, Moderate, or Serious cuts to fingers, hands, wrists or forearms.	Food Handlers and Service users	<p>Health & Safety at Work Act 1974</p> <p>Management of Health & Safety at Work Regulations 1999</p> <p>Provision and Use of Work Equipment Regulations 1998</p>	<p>1. Food handlers are trained to handle knives</p> <p>2. General supervision of service users</p> <p>3. Knives suitably stored when not in use</p> <p>4. First Aid Kit is available at all times.</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	<p>NONE</p> <p>NONE</p> <p>NONE</p> <p>NONE</p>		
1.3	Injury resulting from hazardous manual handling of objects	Minor, Moderate or serious injuries to fingers,	Food Handlers	Health & Safety at Work Act 1974	1. Ensure deliveries are delivered as close to the work area as possible.	Y	NONE		

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		hands, arms, joints and spine. Cuts and abrasions, Musculo skeletal injuries including sprains and strains.		Management of Health & Safety at Work Regulations 1999 Manual Handling Operations Regulations 1992	2. Ensure food items and equipment is stored in a suitable location avoiding high risk movements. 3. Ensure all food handlers are trained in Manual Handling prior to carrying out manual handling activities 4. A maximum of two plates (or 1 tray) is to be served at any time.	Y Y Y	NONE NONE NONE		
1.4	Injury resulting from inadequate food storage, food handling and food preparation	Minor or Moderate injuries to fingers, hands, arms, and legs. Cuts and abrasions, and Musculo-skeletal injuries	Food Handlers	Food Safety Act 1990 Health & Safety at Work Act 1974 Management of Health & Safety at Work Regulations 1999 Manual Handling Operations Regulations 1992	1. All food handlers to follow Food Hygiene training and Manual Handling training 2. All food handlers to be sensible and demonstrate good practice when handling food items 3. Use tongs or forks when handling food rather than using hands 4. Where handling food with hands cannot	Y Y Y Y	NONE NONE NONE NONE		
1.5	Injuries caused from slips, trips and falls from objects left on	Minor, Moderate, or Serious. Cuts and abrasions,	Food handlers, service users,	Food Safety Act 1990 Health & Safety at Work Act 1974	1. Food handlers to observe good housekeeping and put things away after use. 2. Food handlers to clean up spillages immediately.	Y Y	NONE NONE		

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	floor and spillages	Musculo-skeletal injuries, spinal injuries, head trauma.	members of the public	Management of Health & Safety at Work Regulations 1999	<p>3. Waste is deposited in foot operated closable containers immediately.</p> <p>4. Trailing leads on the floor are minimised and must not obstruct access and egress</p> <p>5. Materials and equipment should be stored appropriately in the cupboards or containers provided.</p> <p>6. Work areas and eating areas to be kept clear at all times</p> <p>7. Walking aids, coats and personal possessions are kept to the edge of the room, keeping the walk route clear at all times.</p>	Y Y Y Y Y	NONE NONE NONE NONE NONE		
1.6	Injury caused by contact with hazardous substances	Minor, Moderate, or Serious or Fatal injuries or conditions. Skin conditions, Respiratory problems, Burns, Eye irritation.	Food Handlers, Service users, Members of public	<p>Food Safety Act 1990</p> <p>Health & Safety at Work Act 1974</p> <p>Management of Health & Safety at Work Regulations 1999</p>	<p>1. Only use substances in line with manufacturers guidelines</p> <p>2. Wear PPE when using chemicals</p> <p>3. Food handlers ensure food is stored away prior to cleaning</p> <p>4. Hands are washed thoroughly after cleaning</p> <p>5. Make sure the correct chemical is used for the</p>	Y Y Y Y Y	NONE NONE NONE NONE NONE		

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				Control of Substances Hazardous to Health Regulations (COSHH) 2002 www.hse.gov.uk/coshh	correct area to prevent cross-contamination 6. SVS to provide a COSHH assessment if cleaning chemicals are changed 7. Ensure effective ventilation when using chemicals 8. Ensure flammable chemicals are not stored near heat sources 9. Limit access to all non SVS personnel 10. Health surveillance assessments used to monitor individual health if health is affected by cleaning agents.	Y Y Y Y Y	NONE NONE NONE NONE NONE		
1.7	Injury caused by faulty appliances	Minor, Moderate, or Serious Injuries. Cuts and abrasions, electric shock, burns, Musculo skeletal injuries	Food Handlers	Health & Safety at Work Act 1974 Management of Health & Safety at Work Regulations 1999 Provision and Use of Work Equipment Regulations 1998	1. All appliances are visually checked regularly. 2. If appliance appears faulty, it is isolated and not used. The fault is reported to the Management Committee. 3. Maintenance and service schedules for appliances are adhered to. 4. Food handlers are trained to use the appliances correctly before use.	Y Y Y Y	NONE NONE NONE NONE		

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					5. All appliances are only used for the task which they have been provided for.	Y	NONE		
1.8	Injury caused by Emergency Evacuation (including fire and gas leak)	Minor, Moderate, Serious or Fatal Injuries to whole body including cuts and abrasions, Head trauma, trampling injuries, and other Musculo-skeletal injuries	Food Handlers, Services users, Members of the public	Health & Safety at Work Act 1974 Management of Health & Safety at Work Regulations 1999	1. Ensure evacuations plans are adhered to 2. Carry out regular evacuation training 3. Ensure all volunteers working in the area know where isolation valves and stop taps are located 4. Alarms are tested weekly and in full operation 5. Emergency lighting is tested regularly 6 Fire extinguishers are provided, maintained and volunteers are aware how to operate correctly.	Y Y Y Y Y Y	NONE NONE NONE NONE NONE NONE		

This risk assessment will be monitored and reviewed annually to ensure the welfare of all persons is continually promoted in the organisation.

NB You should always review your risk assessment as soon as possible once you think it may no longer be valid (eg something has changed within the organisation, or an accident has occurred).

Risk Assessment reviewed by: Matthew Rennison (BA Hons, PGCE, Tech IOSH, MRSPH, MSET, GMIFPO, MIIRSM)

Date: 21st November 2025

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Document History

Date	Issue Number	Updated By	Reason for New Version
21/11/25	1.2	Matthew Rennison (BA Hons, PGCE, TechIOSH, MRSPH, MSET, GMIFPO, MIIRSM)	Annual Review

Approved For Release

SVS policies are reviewed in line with the Policy Document Log and their effectiveness is measured during day to day monitoring of SVS operations. Any changes are made and communicated as necessary.