|  | Hazard Event | Significance | Probability | Risk rating | Controls | **Comments** | **Persons**  **responsible** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Burns | 3 | 3 | 9 | Oven gloves to be kept close to the oven and used when needed.  Hob burners to be turned off when not in use.  Area between hob and sink to be kept clear of obstructions.  Run under cold tap.  First aid | Fill out accident report. | All  First aider |
| 2 | Knife cuts | 4 | 3 | 12 | Knives to be kept sharp and safely stored when not in use.  Dirty knives not to be left in soapy water  Clean and cover with blue plaster – first aid | May need medical support | First aider |
| 3 | Slips and falls | 3 | 3 | 9 | Avoid spills and wipe up immediately  Floors to kept clear of obstructions |  | All |
| 4 | Fire | 5 | 2 | 10 | Keep all combustible materials, tea towels, gloves etc. away from the hob.  Fire training. Be aware of what to do in a fire emergency. |  | All  Fire officer |
| 5 | Electric shock | 5 | 1 | 5 | Equipment checked | Report any loose wires in equipment immediately and do not use | All  Fabric steward |
| 6 | Food poisoning | 5 | 1 | 5 | Food hygiene training | Only those with training to use kitchen | All |
| 7 | Repetitive strain | 3 | 2 | 6 | Report and seek medical support if necessary. | Rest from duties and asses cause of strain | Individual responsibility |
| 8 | Cooking equipment left out | 3 | 2 | 6 | When leaving kitchen ensure all equipment is clean and tidy |  | All |
| 9 | Accumulating rubbish | 4 | 2 | 8 | Ensure all rubbish is removed regularly |  | All |
|  |  | **Significance –**  1. negligible  2. slight  3. noticeable  4. serious  5.very serious | **Probability –**  1.very unlikely  2. unlikely  3. possible  4. probable  5. very likely | **The ‘Risk rating’ is simply:**  **Significance x Probability** |  | Lowest risk = 1  highest risk = 25  ***This is not a scientific calculation but the higher the risk rating, the more serious the problem.*** |  |

Food hygiene

* wash your hands regularly with soap and water
* always wash fresh fruit and vegetables before cooking or consumption
* keep raw and ready-to-eat foods separate
* do not use food past its use-by date
* always follow cooking instructions
* make sure food is properly cooked before you serve it
* ensure that food preparation areas are suitably cleaned and sanitised after use, and wash any equipment you are using in hot soapy water
* ensure frozen food is [safely defrosted](https://www.food.gov.uk/safety-hygiene/chilling#defrosting-your-food) in a fridge before you use it
* keep food out of the fridge for the shortest time possible., never for more than 4 hours.

Some foods are more likely to cause food poisoning than others. These include:

* raw milk
* raw shellfish
* soft cheeses
* pâté
* foods containing raw egg
* cooked sliced meats.

Food allergens

You can plan a safe meal when Cooking for someone with a food allergy or intolerance by:

* asking what they can and can’t eat
* making sure you keep allergens separate from other foods to avoid cross-contamination
* double-checking the ingredients lists on prepacked foods for allergen information
* checking the ingredients with the person who provided the food, if it was donated
* avoiding adding toppings or garnishes to dishes which might otherwise appear allergen-free
* cleaning work surfaces and equipment thoroughly to remove traces of anything you might have cooked before.

*(Food standards agency)*