



General School Risk Assessment Template

conducted for

Brandon School of Science

Activity

School cafeteria operation

Conducted on (Date and Time)

13 Dec 2018 10:07 PM

Prepared by

Anne Jaymes

Address

5000 Estate Enighed, Independence, KS 67301, USA

Completed on

14 Dec 2018 09:18 AM

Score


0/0.0 - 0.00%



Actions

#1. Hi Ms. Lea, Please remind all your staff to wear appropriate PPE before commencing work.

Assignee: lea@brandonschool.com
Priority: HIGH
Due Date: 14 Dec 2018 10:00 AM
Audit: Brandon School of Science / School cafeteria operation /
13 Dec 2018 / Anne Jaymes
Linked to item: What further action is necessary?
Status: To Do

Audit

Question	Response	Details
Assessment		
Hazards? Click "Add"		
Hazard 1		
Identify the hazard	Liquid spill at the kitchen	
Who might be harmed?	Kitchen staff	
How they might be harmed (i.e. what type of injury or health issues might occur)?	1. Slips 2. Fall 3. Physical injury	
Photo of hazard (optional)		
		
Appendix 1		
Risk rating	High	
What are the existing control measures?	Immediately clean floor spills	
What further action is necessary?	1. Regular cleaning of floors even without liquid spills 2. Put adequate signage (e.g wet floor caution) 3. Staff should wear appropriate PPE (slip resistance footwear)	
Hazard 2		
Identify the hazard	Broken glass	
Who might be harmed?	kitchen staff	
How they might be harmed (i.e. what type of injury or health issues might occur)?	Physical injury - cuts	
Photo of hazard (optional)		
Risk rating	Low	
What are the existing control measures?	Immediately dispose broken glasses	

Question	Response	Details	
What further action is necessary?	Replace glasses with plastic cups if possible Wear appropriate PPE (gloves)		
Hazard 3			
Identify the hazard	Defective furniture		
Who might be harmed?	All affected people		
How they might be harmed (i.e. what type of injury or health issues might occur)?	Fall which may cause physical injuries		
Photo of hazard (optional)  Appendix 2			
Risk rating	Medium		
What are the existing control measures?	1. Remove from service 2. Immediately report damaged items to facilities team		
What further action is necessary?	Conduct regular checks to inspect all furniture and fixtures		
Sign off			
Name and Signature of person in charge	Anne Jaymes	14 Dec 2018 09:19 AM	

Media



Appendix 1



Appendix 2