Risk Assessment Form

Name of Assessor: Phill Liggett

Date: 03/08/2023



University Education for a Creative Career

Work area: Student Kitchen

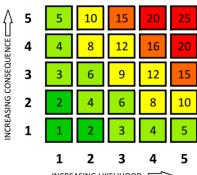
Time: 14:00

Brief Description of work activity being assessed: General Kitchen Activity

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing control measures	Risk Rating			Additional Controls	New Risk Rating			Action/ monitored by	Action/ monitored by
				L	C	R		L	С	R	whom?	when?
Slips and Trips	Staff, Visitors, Students	Injuries from a fall e.g. Bruising, breaks, sprains.	General housekeeping. All areas are well lit. No trailing leads or cables. Kitchen area to be kept tidy. Kitchen is cleaned each morning. Paper towels provided to clean spillages.	1	4	4	Additional signage posted to remind users to keep the kitchen area clean and tidy.	1	4	4	Facility Manager	August 2024
Electrical	Staff, Visitors, Students using electrical equipment.	Shocks/Burns from faulty or improperly used equipment.	Portable Appliance Testing is performed. Only technical staff are authorised to install and maintain electrical equipment.	1	5	5	N/A	1	5	5	Facility Manager	August 2024
Kettle	Users of the Kitchen	Burns from hot water	Signage on correct kettle usage posted next to the kettle. Hot surface stickers are placed on the kettle	2	4	8	N/A	2	4	8	Facility Manager	August 2024

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing control measures	Risk Rating			Additional Controls	New Risk Rating			Action/ monitored by	Action/ monitored by
				L	С	R		L	С	R	whom?	when?
Cutlery - Knives, Sharp utensils	Users of the Kitchen		No sharp implements stored in kitchen. All cutlery provided is plastic.	1	3	3	N/A	1	3	3	Facility Manager	August 2024
Microwave		Fire from metal being	Hot surface stickers are placed on the microwave. Signage on correct microwave usage posted next to the microwave.	2	4	8	N/A	2	4	8	Facility Manager	August 2024

Risk Matrix



Calculating risk

When calculating the 'Risk Rating' use the provided risk matrix.

How to control risk

1.Eliminate - Completely remove the hazard. 2.Reduce - Reduce the hazard. e.g. Carry less weight by reducing the load. 3. Prevent Contact - Stop people coming into contact with the hazard. e.g. Safety barrier. 4.Safe System of Work - Implement and follow safe procedures and practices. 5.Personal Protective Equipment (PPE) - Use the appropriate protective equipment.

Review Date: August 2024



Further information

For further information and guidance please contact the Facility Manager or a Health and Safety representative. Email: healthandsafety@futureworks.ac.uk or Call 0161 214 4600.

Signature: P.LIGGETT