



Company name: Creating Adventures

Cookery session

Date of risk assessment: November 2022

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Slips and trips	Staff and visitors may be injured if they trip over objects or slip on spillages of art glue or paint.	General good housekeeping is carried out.  Staff and volunteers to keep work areas clear, e.g. no boxes left in walkways.	Better housekeeping in kitchen and hall	All staff, and volunteers	Each week to be reviewed either upon an incident or at the end of the year	8 <sup>th</sup>  November  2022
Tables & chairs	Staff, volunteers, members or visitors may be harmed through carrying tables and chairs as they setup and down the room.  .	Staff and volunteers to ensure room is set up before members arrive.	Staff volunteers to set down with members being supervised.	Community engagement coordinator.	Each session	Done
Burns	All attendees when making a hot drink. Or using the oven, hob or hotplates.	Members to be supervised when using the equipment.	Ensure all members and volunteers are aware of potential dangers.	Staff and volunteers	Each session & to be reviewed ongoing	Done



Scalds	All attendees may be scalded with the hot water tank or kettle.	Members are supervised when in the kitchen and it has been explained to them about safe use of the hot water tank and kettle.	Supervision of the members	Staff and volunteers	Each session	Done

You should review your risk assessment if you think it might no longer be valid (e.g. following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)

For information specific to your industry please go to <http://www.hse.gov.uk>.

For information specific to covid-19 risk assessments for your industry please go to <https://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf>

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>

Combined risk assessment and policy template published by the Health and Safety Executive 08/14

**Important notice**

This is an example of a policy issued by the HSE designed for a small employer adhering to statutory minimum requirements and does not constitute legal advice. As with all policies it should be consistent with your terms and conditions of employment as well as your culture and aspirations. There is no one size fits all!