

ACTIVITY: Portable Cooker		
ESTABLISHMENT/SCHOOL Cantrell Primary School	SECTION/TEAM	DATE OF ASSESSMENT September 2020
WHO MIGHT BE HARMED?		HOW MANY ARE AFFECTED? Staff and Children

HAZARDS (including inadequate or lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place ✗ if not	WHERE: ✗ State action to be taken with timescales ✗ Any additional control measures ✓ Site specific details	RESIDUAL RISK RATING High, Medium, Low
General	• Use of cooking area covered in the school's Health & Safety Policy / staff handbook	Yes		Low
	• Set of rules created for the cooker use, given out to staff (see page 4) and displayed near the cooker.	Belling portable	Mainly used by staff – only very small groups of children use portable cooker	Low
	• First aid kit is positioned close by. Access to a First Aider with knowledge of how to deal with burns / scalds.	Yes		Low
	• Strict supervision requirements in place.	Yes	Max Number of Pupils: 3 Min Number of Staff: 1 Further requirements (with respect to particular pupils):	Low
Location	• Cooker not placed in a fire exit route.	Yes		Low
	• Adequate ventilation in the area.	Yes		Low
Housekeeping	• Area kept clear of combustible materials, e.g. hanging decorations, displays.	Yes		Low
Electricity	• PAT testing. Staff instructed not to use untested appliances.	Yes		Low
	• Staff and pupils informed of dangers of electricity.	Yes		Low
	• Visual inspections carried out by staff, defects reported to appropriate person and cooker taken out of use.	Yes		Low
	• Pupils not permitted to plug in appliance.	Yes		Low
	• All equipment switched off when not in use.	Yes		Low
Fire	• Cooker covered in school's fire risk assessment.	Yes		Low

HAZARDS (including inadequate or lack of arrangements)	EXISTING CONTROL MEASURES	✓ if in place ✗ if not	WHERE: ✗ State action to be taken with timescales ✗ Any additional control measures ✓ Site specific details	RESIDUAL RISK RATING High, Medium, Low
	<ul style="list-style-type: none"> • Fire extinguisher / fire blanket provided. 	Yes		Low
	<ul style="list-style-type: none"> • Combustible materials stored away from source of ignition. 	Yes		Low
	<ul style="list-style-type: none"> • Automatic detection in the same location is appropriate (e.g. heat detectors not smoke detectors to avoid "false" alarms). 	Yes		Low
Contact with Hot Surface	<ul style="list-style-type: none"> • Pupils not permitted to remove pans/trays from hob/oven. 	Yes		Low
	<ul style="list-style-type: none"> • Cookers have at least 300mm of working surface on each side, at the same height as the hob. 	Yes		Low
	<ul style="list-style-type: none"> • Pupils are taught about the burning and scalding risk when using a cooker. 	Yes		Low
	<ul style="list-style-type: none"> • Pupils are taught of the dangers of pan handles sticking out beyond the hob area. 	Yes		Low
	<ul style="list-style-type: none"> • Pupils are instructed how to use the cooker safely. 	Yes		Low
	<ul style="list-style-type: none"> • Clear area marked that pupils should not enter when pans & trays are removed from oven. 	Yes		Low
	<ul style="list-style-type: none"> • Oven shelves are positioned by an adult before the oven is turned on. 	Yes		Low
	<ul style="list-style-type: none"> • Oven gloves are always worn by staff when handling hot items. 	Yes		Low
	<ul style="list-style-type: none"> • Hobs are not left unsupervised when cooling down. 	Yes		Low
	<ul style="list-style-type: none"> • Physical barrier in place to prevent access when not in use. 	Yes		Low
Contact with hot liquids/solids	<ul style="list-style-type: none"> • Pupils kept away from cooker when in use. 	Yes		Low
	<ul style="list-style-type: none"> • Hob fitted with guard. 	Yes		Low
Trips	<ul style="list-style-type: none"> • Cables are positioned so as not to pose a trip hazard. 	Yes		Low
	<ul style="list-style-type: none"> • Floor areas around the cooker kept clear (including pupils' bags). 	Yes		Low
Slips	<ul style="list-style-type: none"> • Equipment available to clear up spillages which are cleaned up promptly. 	Yes		Low

ASSESSED BY (Print name) Ralph Surman	SIGNED <i>Ralph Surman</i>	DATE September 2020
LINE MANAGER Debbie Weaver	SIGNED <i>Debbie Weaver</i>	REVIEW DATE September 2023

Primary School Handling Hot Food Rules (amend as necessary)

Lesson:

Teacher:

Date:

	✓
• Hob area must be supervised at all times (including when cooling down) by an adult.	
• Pupils should be shown how to use oven gloves and the reason why	
• Pupils should be shown how to put baking trays/dishes into the hot oven safely	
• Pupils should not be allowed to put baking trays into the hot oven	
• Pupils should not be allowed to take hot baking trays/dishes out of the hot oven	
• Pupils should understand why hot baking trays/dishes should be placed on a trivet to cool	
• Pupils should understand why a cooling rack is used to place hot food on to cool	
• Pupils may use palette knives to lift hot foods off a baking tray providing an adult is holding the tray and watching carefully that the pupil does not get too close	
• Pupils should not be given foods straight from the oven to taste	
• Pupils should be supervised very carefully at all times if hot equipment is in the work area	
• Pupils should not work at the hob with hot equipment/food	
• Pan handles should not be left sticking out from the hob	