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|  | **BBQ Risk Assessment (H&S Update – August 2017)** |  |

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| Operations/Work Activities covered by this assessment: | **BBQ / open fire** | | |
| Site Address/Location: |  | Department/Service/Team: |  |
| **Note:** A person specific assessment must be carried out for young persons, pregnant women and nursing mothers | | | |

| Hazards  Considered  *Step 1 (Clause 3.1)* | Who might be  harmed and how  *Step 2*  *(Clause 3.2)* | Existing Control Measures:  *Step 3*  *(Clause 3.3)* | | Risk Rating | | | | Further action *Step 3*  *Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)* | Actions Step 4 (Clause 3.4) | | | | Risk Rating | | | | |
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| Likelihood | Severity | Risk Rating | | who | when | | complete | Likelihood | | Severity | Risk Rating | |
| *(Name)* | *(Date)* | | *(Date)* |
| **Position of BBQ** | Staff, pupils, visitors may receive burns, scalds, bruises and lacerations if BBQ is knocked/falls over. | BBQ is sited in an area free of vehicle and pedestrian traffic.  The BBQ must have a “safe” area zone away from any potential flammables or combustables.  A sheltered position is used to help eliminate wind and other natural elements from blowing across the BBQ.  Only designated people fuel and light the BBQ following manufacturer’s instructions on the packaging. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Firefighting equipment.** | Staff, pupils, visitors and members of the public may receive burns, scalds and ill-health effects from smoke inhalation if there are no provisions to fight a fire. | A fire extinguisher (water) is available, sited near BBQ (if charcoal is used).  A CO2 fire extinguisher is available if the fuel used is Gas.  Competent first aid trained member of staff on hand.  Designated staff to receive fire safety awareness training. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Persons manning the**  **BBQ.** | Staff, pupils or visitors may receive burns, scalds, cuts and bruises if a lack of care is taken around the hot surfaces. | Persons that man the BBQ are deemed competent to use the BBQ safely by the Headteacher / person responsible for the event.  Staff who man the BBQ do not engage in horseplay or another activity which could endanger themselves or others. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Equipment** | Staff, pupils and visitors may receive ill-health as a result of contact with contaminated equipment. | All implements are thoroughly washed before and after the BBQ to ensure the risk of bacterial infection is sufficiently controlled.  Only designated people/cooks use the equipment. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Using a gas**  **Fuelled BBQ.** | Staff, pupils, visitors and members of the public may receive serious injuries as a result of a fire or explosion. | Manufacturer’s instructions **MUST** be followed implicitly when using gas as a fuel.  Only designated people are permitted to change gas bottles.  Spare gas bottles are kept in a secure area with access limited to designated people.  Combustible materials are not stored next to the spare gas bottle/s.  A competent person visually inspects the BBQ before being used. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Food Safety** | Staff, pupils and visitors may experience ill-health as a result of contact with contaminated equipment/surfaces or the ingestion of improperly prepared food. | Food is thoroughly cooked before being served to people.  Only enough food which can be cooked at any one time is taken out of the cool bag or refrigerator.  Manufacturer’s instructions are followed at all times when cooking.  If available, a refrigerator is used to store uncooked food. If not, available a cool bag is used with ice to keep the food chilled.  Food must not be re-heated.  Salads and other perishables are stored in plastic sealable storage vessels when not being used.  Persons who cook food will have a basic food hygiene certificate. | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Cleaning up** | Staff, pupils, visitors may experience cuts and possible infection through contact with waste.  Staff, pupils, visitors may experience ill-health through contact with hazardous substances. | All waste will be disposed of in a secure waste bin.  Care is taken to correctly dispose of food waste to minimize the risk of vermin breaking into sacks.  Gloves are to be worn and care taken with the disposal of any broken glass.  When cold, all coals and charcoal briquettes are safely disposed of.  The BBQ is thoroughly cleaned after being used with appropriate BBQ cleaner following manufacturer’s instructions at all times. COSHH assessments must be in place and followed.  PPE is provided when cleaning the BBQ (gloves, apron and eye  protection). | |  |  |  | |  |  |  | |  |  |  | | |  |
| **Personal**  **Safety** | Staff may experience cuts, bruising, burns and scalds as a result of carelessness around hot surfaces. | Long hair and long sleeves are tied back.  Oven gloves are provided to guard against contact with hot surfaces.  A First Aid box is available in case of accidents.  A fully charged mobile telephone is available to summon assistance from the emergency services if needed.  Only designated persons are permitted to cook and have access to the cooking grill.  Personal hygiene rules are followed at all times (after using the toilet, eating, and handling food products) to ensure that the risk of the ill-health.  Drinking/eating should be discouraged by anyone using the BBQ. | |  |  |  | |  |  |  | |  |  |  | | |  |
| Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions | | | | | | | | | Review Date (*Step 5*) : | | | | | | | | |
| Assessors Signature: | | | Date: | | | | Authorised By: | | | | Date: | | | | | | |

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| **Potential Severity of Harm** | High **(e.g. death or paralysis, long term serious ill health)** | Medium | High | High |
| Medium **(an injury requiring further medical assistance or is a RIDDOR incident)** | Low | Medium | High |
| Low **(minor injuries requiring first aid)** | Low | Low | Medium |
|  |  | Low  **(The event is unlikely to happen)** | Medium  **(It is fairly likely it will happen)** | High  **(It is likely to happen)** |
|  |  | Likelihood of Harm Occurring | | |

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| **Risk Definitions** | |
| **Low** | Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed. |
| **Medium** | Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time periods. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy. |
| **High** | Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category **must** have a written method statement/safe system of work and arrangements must be made to ensure that the controls are maintained and monitored for adequacy. |