



# Risk Assessment (inc. Covid)

## BBQ

### 1st Kesgrave Scout Group

<b>Name of Section or Activity</b>	BBQ	<b>Date of risk assessment</b>	7 November 2021	<b>Name of who undertook this risk assessment</b>	Celia Comber	<b>COVID-19 readiness level transition</b>	
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<b>Hazard Identified?/ Risks from it?</b>	<b>Who is at risk?</b>	<b>How the risks are already controlled? What extra controls are needed?</b>	<b>What has changed that needs to be thought about and controlled?</b>
<b>Hazard</b> Fire <b>Risk</b> Injury to customers and volunteers	All volunteers and members of the public	Check that BBQ and burner gas pipes are safe and suitable to use.  Ensure gas bottle is accessible to turn off if required.  Ensure Chafers are set up safely and that spare fuel is stored away from potential flames  Provide a fire extinguisher.	
<b>Hazard</b> Burns/scalds <b>Risk</b> Injury to customers and volunteers	All volunteers and members of the public	Brief all cooks/volunteers before starting activity about hot areas, pan handles, chafers etc  Provide tongs and hot cloths/oven gloves  Keep hot drinks separate to other serving areas  Provide lids for cups and trays for carrying cups.  Provide drinks in insulated cups with holders if required	

<p><b>Hazard</b> Food contamination</p> <p><b>Risk</b> Food borne illness</p>	<p>All volunteers and members of the public</p>	<p>Ensure hands are washed before/after setting up and/or gloves are worn.</p> <p>Ensure good hygiene practices are followed for the preparation, cooking and serving of food.</p> <p>Keep raw and cooked food separate to avoid cross contamination</p> <p>Ensure food is properly cooked using temperature probes</p> <p>Ensure food is covered to prevent contamination by flies etc</p> <p>Ensure food is stored in the appropriate way in terms of temperature etc</p>	
<p><b>Hazard</b> Allergies.</p> <p><b>Risk</b> illness and allergic reaction</p>	<p>All volunteers and members of the public</p>	<p>Check and provide list of ingredients for allergens</p>	
<p><b>Hazard</b> Faulty equipment or erecting equipment</p> <p><b>Risk</b> Injury to customers and volunteers</p>	<p>All volunteers and members of the public</p>	<p>Check all equipment for faults and damage to ensure suitable for use.</p> <p>Ensure volunteers assisting with set up and take down are aware of the risks of trapped fingers etc.</p> <p>Ensure that gazebos are tied down and weighted so that they do not move in wind etc.</p>	
<p><b>Hazard</b> Slips trips and falls</p> <p><b>Risk</b> Injury to customers and volunteers</p>	<p>All volunteers and members of the public</p>	<p>Ensure area is kept clean and tidy.</p> <p>Trip hazards and uneven surfaces are avoided or marked,</p> <p>Ensure all spills are cleared up immediately.</p>	

COVID SECTION			
<p><b>Hazard</b> Lack of knowledge about Covid 19 and the physical controls &amp; administrative measures necessary to provide a safe environment</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	<p>All volunteers and members of the public</p>	<p>Organiser has read and understands the relevant guidance on the getting back together safely webpage and other appropriate government guidelines for retail premises, food supply and volunteers</p> <p>Volunteers to be vigilant for anyone showing symptoms of covid and refuse entry.</p> <p>Signage to be provided to remind customers about social distancing</p> <p>Ask volunteers to take lateral flow test before attending.</p>	
<p><b>Hazard</b> Cleanliness/contamination of equipment</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	<p>All volunteers and members of the public</p>	<p>On set up clean all surfaces that will be used during the event.</p> <p>Cleaning to take place during the event particular attention to be paid to areas of multiple use.</p> <p>Wipes to be used where multiple handling of equipment is required eg card reader.</p> <p>All areas to be cleaned when there is a change-over of volunteers.</p> <p>Encourage as many people as possible to pay electronically.</p> <p>Use of cash to be avoided if possible, or handled by one person who does not deal with food.</p>	<p><b>Hazard</b> Cleanliness of hall and equipment, (especially after other hires and during the event)</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>
<p><b>Hazard</b> Cleanliness of items offered for sale</p> <p><b>Risk</b> Spread of Covid 19 from contaminated surfaces</p>	<p>All volunteers and members of the public</p>	<p>Ensure hands are washed before setting up and/or gloves are worn.</p> <p>Ensure as far as possible that items are only handled by people intending to purchase. Put up signs to reinforce this.</p> <p>Items for sale to be laid out/served in such a way that handling is minimised</p>	
<p><b>Hazard</b> People do not maintain social distancing.</p>	<p>All volunteers and members of the public</p>	<p>Monitor queue and use poster to remind customers to socially distance.</p> <p>Have a marked area for queue (if needed) marked for 2m spacing.</p>	<p>If we do get too much overcrowding, consider allocating people to time slots or restricting time spent browsing.</p>

<p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>		<p>Ensure enough volunteers are available to deal with maintaining social distancing and running the BBQ but not being overstaffed resulting in too much socialising.</p> <p>One-way system in operation for customers along with any barriers or signs to help navigation.</p> <p>Double banks of tables to help social distancing between customers.</p> <p>Customers encouraged not to socialise in the BBQ area and enter and exit as quickly as possible.</p> <p>Volunteers to adequately space themselves to ensure they can work safely taking into account social distancing inc family bubbles etc. Work to be carried out back to back and side by side rather than face to face, if at all possible.</p> <p>Masks and Visors to be available for all volunteers if required.</p> <p>Volunteers encouraged to stay in “bubbles” to prevent any unnecessary spread.</p>	
<p><b>Hazard</b> Volunteers/Public breach social distancing when dealing with Manual Handling</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	<p>All volunteers and members of the public</p>	<p>Always consider if the task can be performed with one person.</p> <p>Assess your route so you can maintain 1+m social distance whilst moving objects.</p> <p>Where dual lifts cannot be avoided, lift facing away from each other or side by side rather than face to face where possible</p> <p>Where PPE is to be used, this is on an individual issue and items should not be shared</p> <p>Where close working is needed consider wearing masks and visors</p>	
<p><b>Hazard</b> Inadequate hygiene controls.</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	<p>All volunteers and members of the public</p>	<p>Catch It, Bin It, Kill It and signs provided to reinforce this.</p> <p>Encourage everyone to avoid touching mouth, eyes, and nose.</p> <p>Provide tissues and ask everyone to dispose into a bin or disposable rubbish bag, then wash or sanitise hands.</p> <p>All (volunteers and customers) to wear face masks as required by current government guidance</p> <p>Advise people to use sanitiser and to wash hands regularly using soap and paper towels/hand dryers.</p>	

		<p>Provide hand sanitiser and encourage this to be used on a regular basis</p> <p>Ensure that no volunteers are showing symptoms of covid and that they have not been told to self-isolate.</p> <p>Ensure music is not played so loud that customers and volunteers are shouting at each other.</p>	
<p><b>Hazard</b> Provision of contaminated food and drink.wrt Covid 19</p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	All volunteers and members of the public	<p>Food to be cooked according to normal food hygiene regulations and handling by different people to be kept to a minimum.</p> <p>Food and drink to be delivered on a tray and taken off by the customer</p> <p>Disposable plates/serviette/cups to be used to prevent need for washing cups etc.</p> <p>Sachets for condiments and sugar to prevent multiple use of bottles/sugar bowls etc</p>	
<p><b>Hazard</b> <b>Someone falls ill with COVID-19 symptoms</b></p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	All volunteers and members of the public	Move person to safe area, (indoor store room) provide them with a mask to try and prevent the spread, obtain contacts Send home as soon as possible..	Complete an attendance list of volunteers.
<p><b>Hazard</b> <b>Someone falls ill with COVID-19 symptoms after the event.</b></p> <p><b>Risk</b> Transmission of Covid-19 to other people and premises</p>	All volunteers and members of the public	<p>Remind all customers to use the QR tracking code to help with Track and Trace</p> <p>Contact all volunteers and event management to inform them that someone who was present at the event has come down with COVID-19 in accordance with the track and trace procedures.</p>	Use attendance list and contact numbers captured at the event.
<p><b>Hazard</b> <b>First aid incident</b></p>	All volunteers and members of the public	<p>Assess risk. Wear PPE and goggles as appropriate and follow current guidance eg no mouth to mouth resuscitation.</p> <p>Move person to a safe area (indoor store room) if possible. If this cannot be achieved ensure social distancing for the casualty is maintained.</p>	Make sure ppe and goggles are available.

<b>Risk</b> Transmission of Covid-19 to other people and premises		Call 999 if an emergency. <a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a>	
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