



1st Kesgrave Scout Group

Twelve Acre Approach, Kesgrave, Suffolk IP5 1JF

Name of activity, section, event, and location	1 st Kesgrave Scout Group - Cooking	Date of risk assessment	24 June 2022	Name of person who undertook this risk assessment	Alan Comber (working with others)
		Date of next review	28 Dec 2022 (or with significant change to environment)		

This document covers cooking using stoves, gas burners, domestic, electric / gas cookers, microwaves, tranga's, burco's, chafers, bbq's, camp ovens, fuel pellet burners, camp ovens, fires etc. It should be read in conjunction with the section meeting risk assessment which covers generic items, and the Scout Hall risk assessment and the fire lighting / fire risk assessments if appropriate.

Hazard identified? Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm may occur from the hazard.</p>	<p>For example: young people, adult volunteers, visitors</p>	<p>Controls are ways of making the activity safer by removing or reducing the risk from it.</p> <p>For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you are doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<p>Lone working – People on their own - risk of a medical or other incident occurring they cannot deal with adequately</p>	<p>Leaders and helpers</p>	<p><i>See Section meeting risk assessment for details</i></p>	
<p>Venue – Unsuitable terrain, steep descents, size, access etc</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details</i></p> <p>Consider whether a visit before the cooking activity is required to ensure it is suitable and safe.</p>	

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		Ensure cooking area is large enough to cater for the numbers attending, and kit / equipment that needs erecting eg gazebos, tables etc, and free movement of people.	
Protrusions, slips, trips, falls, collisions – injuries to people moving around	All present	See <i>Section meeting risk assessment for details – particularly slippery/uneven surfaces, clothing.</i> Check that the cooking area (open ground, floor etc) is suitable ie is not too uneven, slippery, has pot / rabbit holes, foliage, tree roots, nettles, rocks, loose carpet edges etc that could cause unnecessary injuries. For holes consider marking / filling in as appropriate.	
Manual Handling – back injuries, strains, cuts, bruises etc	All present	See <i>Section meeting risk assessment for details.</i>	
Facilities – health and hygiene issues, injuries etc	All present	See <i>Section meeting risk assessment for details</i> Ensure there is an appropriate source of fresh, drinkable water available. Ensure there is a suitable place/mechanism for disposing of any wastewater, food, and packaging If required provide your own additional facilities ie washing facilities, gazebos etc.	
Storage Area - injuries to people collecting and returning kit / equipment, theft etc	All present	See <i>Section meeting risk assessment for details</i> Ensure there are designated areas set aside for the storage of kit, equipment, food etc and potentially dangerous items eg gas, knives, etc. Brief scouts to keep out of these areas. For dangerous items ideally lock.	
Equipment eg Tables, chairs, other equipment – injuries to people setting up, moving, using or collapsing furniture or equipment. Contamination, infections, allergies, deterioration etc.	All present	See <i>Section meeting risk assessment for details - particularly moving things safely, checking items before use, laying out area safely.</i>	
Electrical equipment – electrocution, burns, fires etc	All present	See <i>Section meeting risk assessment for details - particularly checking before use, removed, and put in a safe area when no longer being used.</i>	
Fires, hot surfaces – burns, scalds, evacuation	All present	See <i>Section meeting risk assessment for details – particularly setting up, checking before use, location, fire precautions, fire evacuation procedure, safe storage of fuels,</i>	

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		<i>removed and put in a safe area when no longer being used.</i>	
Fuels / Chemicals – injuries from misuse of fuels, cleaning materials, allergic reactions, etc.	All present	<i>See Section meeting risk assessment for details - particularly ppe, ventilation, storing safely and put in a safe area when no longer being used.</i>	
Gas equipment – explosions, carbon monoxide poisoning etc	All present	<i>See Section meeting risk assessment for details - particularly, checking before use, carbon monoxide sensors, ventilation, removed and put in a safe area when no longer being used, gas bottle management.</i> When using mobile gas appliances in an enclosed space (eg tent, canopy or building) carbon monoxide sensors should be in place and correctly located and the area well ventilated.	
Cooking equipment – injuries to people during the cooking event.	All taking part	<i>See Section meeting risk assessment for details – particularly equipment used fit for purpose and safe, put away after use clean and dry.</i> Cooking equipment should be: <ul style="list-style-type: none"> • Kept out of reach when not being used. • For sharp or potentially dangerous equipment (eg matches, lighters etc), items should be counted out and back in and only available for the minimal time required. • Appropriate for the planned activity and the right size for everyone taking part. • Returned to its correct place after use. Consider providing training / demonstrations as appropriate.	
Materials / Rubbish – cuts, allergic reactions, contamination, stains etc.	All present	<i>See Section meeting risk assessment for details</i>	
Clothing / Personal Kit - fit for purpose.	All present	<i>See Section meeting risk assessment for details</i>	
Erecting Equipment – injuries to people during erection and use of camping structures		<i>See Section meeting risk assessment for details</i>	
Menu / Food Storage – health and hygiene issues etc	All present	<i>See Section meeting risk assessment for details</i> All food should be suitably stored in containers and in accordance with appropriate	

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		<p>environmental practice ie kept covered, chilled, frozen etc especially when being transported.</p> <p>Consideration should be taken to locking away or sealing food to protect from wildlife or vermin.</p> <p>All food and material waste should be correctly stored and appropriately disposed of at the end.</p>	
<p>Cooking Area – injuries during the activity.</p>	<p>All taking part</p>	<p>See <i>Section meeting risk assessment for details</i></p> <p>When outside, undertake catering and cooking in suitable environments ie not personal or family type tents unless part of an organised activity. Typically cook in the open, under dining shelters, in marques, or under pop-up gazebo's etc that have adequate space and use fire resistant materials.</p> <p>Ensure that cooking device(s) – ie stoves, ovens etc are positioned to create a clear and safe working area for food preparation and cooking.</p> <p>Make sure all surfaces and cooking devices ie stoves etc are level and unlikely to fall over or spill things.</p> <p>The number of people in a catering / kitchen area should be kept to the minimum required.</p> <p>Unless part of a supervised activity or simply to get water for a cold drink, an item of cutlery etc, young people should be excluded from catering / kitchen areas.</p> <p>Organise areas to minimise risks eg make drinks in a different area to cooking food and preparing food.</p> <p>Consider covering / protecting surfaces to prevent damage caused by heat sources, cutting tools, food / ingredient spillage etc.</p> <p>Ensure appropriate tools and cutting surfaces are used to reduce damage to other surfaces and injuries to people.</p> <p>All cutlery, sharp objects eg knives etc should be safely stored in suitable containers, cupboards or drawer when not being used.</p> <p>Where heat sources are used:</p> <ul style="list-style-type: none"> • Use in a defined area to restrict access. • Keep flammable material away. • Position handles so they are not directly heated. 	

		<ul style="list-style-type: none"> • Use wind shields / wind breaks as appropriate to stop people touching, flames being extinguished or to improve the efficiency of the heat source. • Keep heat sources away from flammable materials especially tent walls. • Do not heat inappropriate items such as stones that may splinter when heated, spray cans, chemicals, food containers that should be pierced before being heated etc. <p>Turn off the heat source when not being used.</p> <p>The use of hot water urns, kettles or pump pots should be supervised or monitored to ensure water is safely decanted.</p> <p>Ensure the water from hot water taps isn't too hot so as to cause scalds.</p> <p>Consider sensible transportation of hot water / drinks and food.</p>	
<p>Food preparation, cooking, and hot food – burns, cuts, scalds, food poisoning, allergies</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details</i></p> <p>Ensure good food hygiene practices are in place such as hand washing, washing up, separation of cooked and raw food and utensils used, catering gloves, coloured preparation boards etc to avoid cross contamination.</p> <p>Cooking surfaces (kitchen, tables etc) should be kept clean and tidy to reduce cross contamination.</p> <p>Ensure surfaces are cleaned at appropriate intervals during and at the end of the activity.</p> <p>Out of date food, refreshments, condiments, tuck etc should not be used.</p> <p>Ensure food is properly cooked by use of temperature probes.</p> <p>When cooking in groups, the group should agree on any ingredients that should not be added (or added at the end to their portion) so that everyone can eat the food. Similarly, spices, salts and additional flavourings etc should be limited to make sure any food in not made inedible for any of the group.</p>	
<p>Cooking Activity – injuries during the activity.</p>	<p>All taking part</p>	<p><i>See Section meeting risk assessment for details</i></p> <p>Check that any clothing, equipment or kit brought by participants is fit for purpose ie not damaged, unsafe or not suitable and act accordingly.</p> <p>Ensure any hot items eg pots, pans, lids etc are handled safely using oven gloves, hot cloths, tea towels, tongs, or appropriate lifting devices.</p> <p>Ensure any hot items are placed on suitable surfaces (eg metal trays etc) when taken</p>	

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		<p>off heat sources.</p> <p>When finished with, hot items should be left to cool down safely. If necessary and practical cool down items in cold water.</p> <p>Consider dividing up the participants cooking into smaller groups and groups are well matched in terms of cooking ability, temperament, working together etc.</p> <p>Consider whether participants should be as evenly matched as possible for the cooking – age, ability etc.</p> <p>Cooking rules, and any guidelines, should be explained clearly and concisely before the cooking commences.</p> <p>If required provide a demonstration on using the cooking equipment and carrying out the activity.</p> <p>When cooking using open fires (naked flames) account should be taken of additional measures to ensure that cooking can be carried out safely. Additional things to consider are:</p> <ul style="list-style-type: none"> • Increased supervision levels. • Keeping as far away from the heat source as practical when putting or removing items on the fire. For example using long handled tongs etc. • Taking account of wind direction to minimise dangers from smoke, embers etc. • Appropriate clothing and footwear – non-flammable. 	
<p>Personal Hygiene and Well Being – rashes, odours, illness, constipation etc</p>	All present	See Section meeting risk assessment for details	
<p>Behaviour General – horseplay overexcitement, injuries.</p>	All taking part	<p>See Section meeting risk assessment for details – particularly movement around the cooking area.</p> <p>The cooking should be monitored to make sure it is being run safely and the chances of injuries are minimised.</p> <p>The cooking should be stopped or a cooling off period introduced if the activity gets out of hand and/or injuries are likely to happen or are happening or the participants are getting bored / restless. Use a clear communication to stop the activity. For example, everyone should stop as soon as they hear two blasts on the whistle, anyone shouting stop or leaders raise their hands.</p>	

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Behaviour Leadership – Inexperience / Lack of competence, over energetic young people leading to loss of control and causing an injury or damage to kit.	All present	See <i>Section meeting risk assessment for details</i> Have at least two people managing: one to control the cooking and one to monitor the area generally. Where food is being prepared consider the need for at least one person to have a valid Food Preparation Certificate.	
Behaviour - Confrontation / interactions with members of public and other campers	All present	See <i>Section meeting risk assessment for details</i>	
Fire Alarm / Equipment / Doors / Emergencies / Incidents / Exit Points / Access Routes	All present	See <i>Section meeting risk assessment for details</i>	
Security – theft etc	All present	See <i>Section meeting risk assessment for details</i>	
Safeguarding / Lost – intruder access or young person leaving unattended causing harm to individuals	Young people	See <i>Section meeting risk assessment for details</i>	
Weather - rain before and during the activity, hot weather causing heat exhaustion or sun stroke, darkness.	All present	See <i>Section meeting risk assessment for details – particularly clothing, footwear, if outdoors the weather etc.</i>	
First Aid / Injuries that need treatment	All present	See <i>Section meeting risk assessment for details – particularly the first aid kit being suitable for the type of injuries that might result and additional kit to cater for cooking injuries.</i> To treat scalds / burns have cold water available, either as a running tap or bucket/bowl of water, along with appropriate first aid kit items. Use catering plasters rather than standard plasters.	
Accessibility / Inclusiveness / Health Issues	All present	See <i>Section meeting risk assessment for details</i> Ensure allergy or other health issues have been taken account of eg check health forms for people with allergies, provide ingredients list for allergens wherever possible and minimise the potential contact with possible allergens (For example, not using ingredients that contain peanuts etc) or use alternatives. For example,	

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		gluten free flour, no eggs etc.	
Emergency exit points / access routes – delays in emergency services arriving and gaining access causing more harm or fire damage.	All present	<i>See Section meeting risk assessment for details – particularly exit and access routes not being blocked.</i>	