



1st Kesgrave Scout Group

Deben District Scout Council

Name of activity, section, event, and location	1 st Kesgrave Scout Group/ Deben District - Catering at District Camp	Date of risk assessment	16 April 2025	Name of person who undertook this risk assessment	Celia Comber
		Date of next review			

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?
Kit / Equipment eg Tables, chairs, cooking equipment, other equipment – injuries to people, contamination, infections, allergies, deterioration etc.	All present	<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>Cooking equipment should be</p> <ul style="list-style-type: none"> Kept out of reach when not being used and stored safely / securely as appropriate. For sharp or potentially dangerous equipment (eg matches, lighters etc), or attractive items, consider counting out and back in and only available for the minimal time required. Returned to its correct place after use. 	
Fire - Injury to volunteers	All present	<p>Check that BBQ and burner gas pipes are safe and suitable to use.</p> <p>Ensure gas bottles are accessible to turn off if required.</p> <p>Ensure Chafers are set up safely and that spare fuel is stored away from potential flames</p> <p>Provide a fire extinguisher.</p>	

1st Kesgrave Scout Group

<p>Gas Considerations – explosions, carbon monoxide poisoning etc</p>	<p>All present</p>	<p>When using 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.</p>	
<p>Slips trips and falls Injury to volunteers</p>	<p>All present</p>	<p>Ensure area is kept clean and tidy. Trip hazards and uneven surfaces are avoided or marked, Ensure all spills are cleared up immediately. Ensure all cables are secure and</p>	
<p>Cooking Area – burns, cuts, scalds,</p>	<p>All present</p>	<p>Make sure all surfaces and cooking devices ie stoves etc are level and unlikely to fall over or spill things. Consider covering / protecting surfaces to prevent damage caused by heat sources, cutting tools, food / ingredient spillage etc. Ensure appropriate tools and cutting surfaces are used to reduce damage to other surfaces and injuries to people. Where heat sources are used:</p> <ul style="list-style-type: none"> • Use in a defined area to restrict access. • 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. • Brief all cooks/volunteers before starting activity about hot areas, pan handles, chafers etc • Provide tongs and hot cloths/oven gloves • Ensure adequate space and use fire resistant materials. 	
<p>Food preparation, cooking, and hot food – burns, cuts, scalds, food poisoning,</p>	<p>All present</p>	<ul style="list-style-type: none"> • Ensure hands are washed before/after setting up and/or gloves are worn. • Ensure good hygiene practices are followed for the preparation, cooking and serving of food. • Keep raw and cooked food separate to avoid cross contamination 	

1st Kesgrave Scout Group

		<ul style="list-style-type: none"> • Ensure food is properly cooked using temperature probes • Ensure food is covered to prevent contamination by flies etc • Ensure food is stored in the appropriate way in terms of temperature etc. • Ensure any hot items eg pots, pans, lids etc are handled safely using oven gloves, hot cloths, tea towels, tongs, or appropriate lifting devices. • Position handles so they are not directly heated. <p>Ensure any hot items are placed on suitable surfaces (eg metal trays etc) when taken 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>	
Allergies. illness and allergic reaction	All present	<p>Check Health forms for information about participants with allergies</p> <p>Provide alternative foods and have available a list of ingredients for allergens.</p> <p>Prepare alternative foods in separate areas with separate utensils to prevent cross contamination.</p> <p>Check for allergies among servers</p>	
Leadership – Inexperience / Lack of competence, over energetic young people leading to loss of control and causing an injury or damage to kit.	All present	<p>Ideally have at least two people managing: one to control the cooking and one to monitor the area generally.</p> <p>Where food is being prepared consider the need for at least one person to have a valid Food Preparation Certificate.</p>	
First Aid / Injuries that need treatment	All present	<p>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.</p> <p>Use catering plasters (blue) rather than standard plasters.</p>	