

Risk Assessment for food hygiene and kitchen safety
Local Groups Weekend 10th to 12th November 2017

Catering Manager

Lynne Harness

Student Barnsley College Culinary skills level 2

Career experience food preparation in Residential Care Settings

Current food hygiene certificate

Recent experience of catering for LDWA events

Catering team member Woodhead Mountain Rescue

Catering team member

Jane Guest

Registered Dietician (Retired)

Career experience of food hygiene safety and good practice

Recent experience of group catering for LDWA and Scout Association events

Aim

To provide all participants at the Local Groups Weekend with enjoyable meals and snacks appropriate to an Autumn social weekend away with outdoor activity

Objectives

To maintain high standards of food hygiene to prevent cross contamination which could cause illness

To be aware that poor hygiene practice could lead to investigation and prosecution which would be damaging to the finances and to the reputation of the LDWA and would also impact on the named individual members of the catering team and the event organisers

Risk Factors:

Food purchase and food storage

Food preparation

Food service

Kitchen equipment

Food purchase

Food will be purchased from reputable suppliers and receipts will be retained

All food will be inspected for clean and intact packaging, any damaged items will not be used

All food will be within expiry date

Food storage

Food will be purchased on the day prior to the event or on the first day, with a top up shop during the weekend if needed

Frozen and fridge foods will be transported in insulated bags with ice blocks

Food will be promptly placed into fridge or freezer on arrival at venue

Storage areas for all foods will be inspected for cleanliness and for being fit for purpose

Signs of insect or rodent activity will be reported promptly to the YHA on call

manager and appropriate alternative storage facilities will be used

Food preparation and service

Food will be prepared as near to consumption as practicably possible

Food will not be kept warm, late arrivals for meals will have food cooked or finished to order

Food hygiene

All good recognised working practices will be observed as per food hygiene training and certification

Regular effective handwashing, aprons worn, long hair tied back, short clean unvarnished nails

Restricted access to kitchen, working in clean and tidy manner

Prompt cleaning of spillage and prompt disposal of waste

Kitchen equipment

As the YHA is a reputable company it will be assumed that kitchen equipment has been well maintained and PAT tested, any concerns on inspection or during use will be reported to the YHA on call manager

Food allergies/intolerance

Participants have been invited to notify the organisers of any food allergies or intolerance and on receipt of this information an individual risk assessment will be made

A vegetarian option will be available at all times

COSHH

All cleaning materials will be used as per direction on the label, no unlabelled substances will be used

No children or pets will be present on the premises

Disposable gloves and aprons will be available if required

Evaluation:

All accidents or untoward occurrences during the weekend will be noted, to include 'near misses'

There will be a debriefing session on completion of the event to discuss any concerns arising

Feedback will be given to YHA and LDWA as required