

Risk Assessment for Kingsteignton Community Larder at Kinsteignton Community Hall.

Risk Management: Low Risk (L), Medium Risk (M), High Risk (H) - aim to reduce final risk to L.

Date of assessment: _____

carried out by: _____

Next assessment due: _____

representing: Kingsteignton Town Council

HAZARD	RISK	WHO THIS AFFECTS	INITIAL RISK RATING	CONTROL MEASURE TO REDUCE RISK	FINAL RISK RATING	ADDITIONAL ACTIONS REQUIRED/NOTES
Equipment/ furniture/ building/location hazards.	When moving/handling boxes and heavy food items: Muscular injury/ strain/ back strain; Trapping/ crushing fingers;	Larder volunteers; All community larder users	M	Volunteers to be made aware of manual handling guidelines in which a volunteers checklist advises not to carry/ lift/ move too much at once. Poster advising public to take care when moving the boxes on the shelves.	L	
Hazards relating to food & refreshments.	Food poisoning including sickness from damaged tinned/packet foods and fresh fruit/vegetables, donated by general public, directly or via stores.	Users of the community larder	M	Larder volunteers must be made aware of basic food safety principles (such as washing their hands, checking products for freshness, etc.). Larder volunteers to check for any out of date or damaged items and remove, to review freshness of any donated fruit and vegetables regularly and remove any items of concern. At least two larder volunteers identified to complete on line Food Hygiene course. Yellow tape to be used on items past Best Before date, notice explaining this colour code. Notice on box to indicate clients take items at own risk. Indicate on notice no decanted/opened products. Food products must be in original undamaged unopened packaging.	L	TO BE ARRANGED: - Posters/Notices - Training
Cleaning & Chemical hazards.	Chemical burns or poisoning from contact with irritant or poisonous cleaning product.	Larder volunteers	M	Care should be taken by Larder volunteers when cleaning with chemical cleaning products to avoid splashing on skin, eyes or ingestion. Protective equipment such as gloves to be worn where appropriate. Volunteers should avoid using chemicals and substances that are classified as "hazardous to health" as defined by the <i>Control of Substances Hazardous to Health (COSHH) Regulations 2002</i> . All cleaning products to be stored away from the Community Larder site.	L	
Severe illness due to poor hygiene practice leading to the spread of virus, such as coronavirus, norovirus, flu, etc.	Risk of transmission of viral illness via surfaces in larder, equipment, supplies, etc.	All users and volunteers	M	Checklist outlines cleaning procedure to be followed. Provision of hand sanitiser in larder for use by volunteers and general public. Checked regularly and topped if necessary. Notices displayed indicating that users must sanitise or wash hands before using the larder. Reminders on social media asking that donations are NOT made from households where someone has a virus. Signage on and surrounding the larder reminding all users about sanitising hands and washing hands once home. Regularly remind volunteers/staff of need for high levels of sanitisation. Risk Register, hard copies, to be made available to all volunteers/staff to raise awareness of risks and actions required of them as individuals.	L	

Footnote: All checking and checking procedures to be carried out regularly at the Kingsteignton Community Larder. At a minimum on a weekly basis.