

## Braeside Education Centre - Activity Risk Assessment



Braeside Education  
Centre

Assessment of:		Food for Thought		Venue:	Braeside education centre –		
Assessor:		Josh simons		Date:	January 2023	Review Date:	January 2024
ID	Hazards Identified le: what can cause harm?	Persons at Risk le: who could be harmed by the hazard?	Current Risk Factor (High, medium or low) le: determine the level of risk	Actions to be Taken to Minimize each Risk le: what action can you take to lower the level of risk			New Risk Factor (High, medium or low) le: risk factor after action taken to minimize the risk
	<ul style="list-style-type: none"> <li>Cutting fingers with knives</li> </ul>	<ul style="list-style-type: none"> <li>Young people</li> <li>Braeside staff</li> <li>Visiting staff</li> <li>Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Clear instructions on safe use of knives</li> <li>All equipment to be returned to the kitchen in a timely manner</li> <li>First Aid Kit to always be accessible</li> </ul>			Medium
	<ul style="list-style-type: none"> <li>Allergies to food</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	High	<ul style="list-style-type: none"> <li>Dietary requirements to be checked beforehand</li> <li>Any severe allergies, no pupil is to purchase or use that food</li> <li>Any minor allergies, restrict the small groups to not use that food</li> </ul>			Low
	<ul style="list-style-type: none"> <li>Getting lost in market</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Adult at central meeting place to gather pupils after shopping</li> <li>Stay in groups (less than 10) with adult supervision or clear boundaries and meeting point. Check whole group understands.</li> </ul>			Medium
	<ul style="list-style-type: none"> <li>Abduction</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Adult at central meeting place to gather pupils after shopping</li> <li>Stay in groups (less than 10) with adult supervision or clear boundaries and meeting point. Check whole group understands.</li> </ul>			Low
	<ul style="list-style-type: none"> <li>Poor behaviour</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Medium	<ul style="list-style-type: none"> <li>All equipment to be returned to the kitchen in a timely manner</li> <li>Clear instructions on behaviour expectations given before activity</li> <li>Teachers and instructors to oversee each group to control behaviour</li> <li>Split up children into different groups if causing problems</li> </ul>			Medium

## Braeside Education Centre - Activity Risk Assessment



Braeside Education  
Centre

	<ul style="list-style-type: none"> <li>Failure to follow instructions</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Split pupils into separate groups if causing problems</li> <li>Regular reminder of instructions and expectations</li> <li>To remove pupil from session if continually disruptive or unsafe</li> </ul>	Low
	<ul style="list-style-type: none"> <li>Food hygiene / Personal hygiene</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Clear instructions on hygiene when preparing food, and clear instructions of hand-washing.</li> </ul>	Low
	<ul style="list-style-type: none"> <li>Cross contamination of food.</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Pupils should use separate containers, boards and utensils when preparing food.</li> <li>Groups should only use ready to eat food rather than any raw food such as meats.</li> <li>Washing hands thoroughly before working with foods and wiping down all surfaces.</li> </ul>	Low
	<ul style="list-style-type: none"> <li>Possible contact with public and dogs</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Pupils briefed to step aside and let passing public and dog's pass</li> <li>Clear instructions on behaviour expectations given before activity</li> </ul>	Low
	<ul style="list-style-type: none"> <li>Poor weather conditions</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Students to wear appropriate clothing, one child per group to wear high-vis jacket if instructor/school staff deems necessary</li> </ul>	Low
	<ul style="list-style-type: none"> <li>Busy day in market</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Adult at central meeting place to gather pupils after shopping</li> <li>Stay in groups (less than 10) with adult supervision or clear boundaries and meeting point. Check whole group understands.</li> <li>Clear instructions on behaviour expectations given before activity</li> </ul>	Low
	<ul style="list-style-type: none"> <li>High winds / stability of trader's stalls.</li> </ul>	<ul style="list-style-type: none"> <li>All</li> </ul>	Low	<ul style="list-style-type: none"> <li>Instructors to check weather forecast beforehand and postpone activity if needed</li> <li>Adult supervision at all times</li> </ul>	Low