

RISK ASSESSMENT COVID 19		Food Technology – Summerfield Education Centre	
Establishment:	Assessment by:	Date: 10.01.21	
Food Technology Room	Diane Bates (Teacher)	Review Date:	
<p>This risk assessment is a live document which will be reviewed as and when Government Guidelines, DFE, CLEAPPS, HSE, changes are announced. SLT, and all staff who teach/support in the Food Technology room will be aware of the Risk Assessment.</p> <p>See page 4/4 for sources referred to for guidelines.</p>			



Hazard / Risk	Who is at Risk?	Normal Control Measures <i>(Brief description and/or reference to source of information).</i>	Additional Control Measures <i>(to take account of local/individual circumstances).</i>	Risk Rating High Medium Low
Social Distancing	Staff, pupils, all	<ul style="list-style-type: none"> • Pupils to be reminded at the start of each lesson the current Covid safe Health and Safety rules of the kitchen. • Pupils to sit at tables which have been spaced out, and are all facing forwards to the front of the class. • When washing hands pupils to wait their turn and to move to the sinks when instructed by staff. This will avoid overcrowding and reduce the risk of close contact with other pupils. • Pupils to use the cookers they are allocated at the start of the lesson. • Where 2M social distancing cannot be maintained, preventative measures to eliminate risk and transmission to be implemented. • Pupils to remain in the designated marked area when preparing their food. This reduction in movement will reduce the risk of transmission. • Pupils should not help other pupils with the preparation of their food, or to assist with the use of equipment. • Maximum of 4 pupils in the Food Tech room at any one time for practical lessons. • ALL PUPILS MUST WEAR A MASK • Windows open to allow a flow of air to circulate the room 	<ul style="list-style-type: none"> • Tables have been spaced out to ensure social distancing can be maintained whilst facing forward. Pupils should not move desks or chairs. • Yellow and black tape used to denote space, and as a visual aid for pupils. • Pupils must follow staff instructions where social distancing of less than 2M is being applied. • Pupils must follow staff instructions where pupils are in a reduced space for a prolonged period of time. • All staff and pupils must maintain robust procedures to reduce the risk of transmission at all times. • Pupils who refuse to follow instructions, SLT will be called to assist (Staff to use radio protocols). This may result in pupils not being allowed to participate in further practical lessons. 	High

Hand washing / Personal hygiene	Staff, Pupils, All	<ul style="list-style-type: none"> • Upon entering the Food Tech room ALL staff and pupils must use the hand sanitiser provided. • Robust procedures and high levels of hand washing or the use of hand sanitiser must be maintained and under taken at all times. Soap and hot water are provided for this purpose. Disposable paper towels provided for hand drying. Paper towels to be disposed of in lidded waste bin located by the sink. • Pupils to be reminded of the Health and Safety factors in the kitchen. • Disposable blue plastic aprons provided for pupils to protect clothes and help to reduce contamination. • Robust hygiene practices to be enforced by staff. • Staff and pupils to wash hands before handling food and after visits to the toilet 	<ul style="list-style-type: none"> • Hand sanitiser unit is located on the left hand side of the wall. • Hand sanitiser units to be filled and maintained by school cleaning staff regularly. • Cotton aprons must not be worn. Disposable blue aprons provided to help reduce contamination, and also to protect clothes from being damaged. • Disposable gloves are available if pupils require them. • PPE (Masks, apron, gloves, hand sanitiser is located in the locked cupboard which is located behind Mrs Bates teaching desk) 	High
Respiratory Hygiene	Staff, pupils, all	<ul style="list-style-type: none"> • Robust procedures followed to enforce good respiratory hygiene using the “Catch it, bin it, kill it ethos. • Lidded bins provided for the disposal of tissues. • Disposable tissues located on Mrs Bates desk for use by staff and pupils. • Windows open all day to allow for a flow of air into the room. 	<ul style="list-style-type: none"> • All tissues to be disposed of safely in the bins provided. • All areas to be cleaned immediately if areas have been contaminated due to sneezing or tissues being left on tables. • Reduction of risk to be implemented at all times. 	High
House Keeping/ Cleaning	Staff, pupils, all	<ul style="list-style-type: none"> • Frequently touched areas must be cleaned frequently. • Milton solution to be used for sterilising and disinfecting equipment. • Records of cleaning to be maintained daily and stored in relevant folder. • Tea towels to be washed daily at 60 deg and allowed to air dry. • Tea towels or oven gloves not to be used across groups/bubbles. • Adequate time to be allowed in between lessons to allow for thorough cleaning of areas and to set up ready for next lesson. 	<ul style="list-style-type: none"> • NO BACK TO BACK LESSONS. As this will not allow for sufficient time to clean and prepare. • Rigorous washing of tea towels and oven mitts to take place at the end of every day. • Fridge doors and handles to be wiped and sanitised. • Robust cleaning to be maintained throughout the day. 	High Medium

Equipment Sanitising	Staff, pupils, all	<ul style="list-style-type: none"> • Cleaning equipment, wipes, disinfectant, steriliser, dishwasher liquids located in COSHH cupboard. • COSHH cupboard located next to the dishwasher. This cupboard is locked at all times. • All equipment to be washed thoroughly in hot soapy water at the end of each lesson. • At the end of each day any equipment which has been used is to be either washed in the dishwasher, then sanitised with a Milton solution after removing from dishwasher, or if previously cleaned wiped over with Milton solution. • Electrical equipment to be cleaned and stored safely. • Cookers/hobs to be wiped over frequently with appropriate disinfectant solution. 	<ul style="list-style-type: none"> • Ensure that all equipment has been left for either 48 hours before using with another group or 72 hours for plastics. • No equipment is to be used across different groups/bubbles. • Knives to be disinfected and stored safely and appropriately. • Cookers/hobs to be rigorously wiped over after each use. 	<p style="text-align: center;">High Medium</p>
PPE	Staff, pupils, all	<ul style="list-style-type: none"> • Disposable masks, gloves and aprons are available for pupils. • Two blue waste bins with lids are provided for the safe disposal of the PPE. • PPE must be disposed of correctly in line with school policy June 2020. 	<ul style="list-style-type: none"> • Pupils to be reminded at all times regarding the Health and Safety when safely removing masks and gloves. • Pupils to be reminded about the dangers of contaminating work areas with dirty masks and gloves. 	<p style="text-align: center;">High Medium</p>
Lateral Flow Testing for Covid 19	Staff	<ul style="list-style-type: none"> • Staff to undertake a lateral flow testing at least once a week, initially. However, when the number of practical lessons increase leading to higher pupil numbers, testing should increase to possibly twice a week. 	<ul style="list-style-type: none"> • Staff to agree to regular testing for safety purposes and to assist with the track and trace protocols which are in place at Summerfield in line with Government guidelines. • This should assist with helping to stop the transmission of the virus, and to ensure the safety of both pupils and staff. 	<p style="text-align: center;">Low</p>

Equipment and ingredients.	Staff, Pupils, All	<ul style="list-style-type: none"> • Plastic containers with ingredients are to be allocated to each group at the start of the practical. • Pupils to only use equipment and ingredients which are specifically for their group. Sharing must only take place within bubbles. • If specific ingredients are required ask a member of staff to help to avoid transmission/contamination. Also this will enable staff to be aware of which items require sanitising after use. 	<ul style="list-style-type: none"> • Specific containers containing ingredients will be allocated and labelled for each group. • Pupils must not help themselves to ingredients from the cupboard. This will reduce contamination and transmission from surfaces and packets. • Pupils must not use the fridge. Staff will obtain items from the fridge. 	<p style="text-align: center;">High</p> <p style="text-align: center;">Medium</p>
<p>Guidance referred to in accordance with: Department for Education – Guidance for Schools Covid 19 Dated 17.6.2020. Updated 18.12.2020 CLEAPPS – GL344 Guide Version 2.5 dated 7.1.2020 Health and Safety Executive - Working-safely/risk-assessment. Dated 31.12. 2020 Food a Fact of Life – Guidance 10.10.2020</p>				