**RHS Big Soup Share Risk Assessment**



**School/group:**

**Assessment completed by:**

**Date of completion:**

**\**

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| --- | --- | --- | --- |
| **Risks / hazards** | **Precautions** | **Risk level (low, medium, high)** | **Precaution in place? (Y / N)** |
| Transmission of the COVID-19 virus within the group | * Keep groups to a minimum – six is the current limit * Keep to social distancing measures – 2m where possible or 1m with a face covering * Carry out activity outdoor where possible or indoors with lots of space and ventilation * Wear face coverings indoors if appropriate * Wash hands regularly and have sanitizer available * Have a set of kitchen utensils for each member which are not shared * All equipment to be washed at a high temperature after any food prep * Anyone who is feeling unwell should stay home and follow Gov. guidelines * Signage to remind participants of the safety measures | M |  |
| Transmission of the virus to those outside of the group e.g. if making soup deliveries, offering a takeaway service | Follow guidelines as above and consider the following:   * Call ahead to let recipients know if a delivery is being made * Time slots for people if they are collecting food * Place deliveries on the floor or onto a surface and step away to allow recipient to collect * Sanitise hands between any deliveries * Set up a drop off/pick up station to help maintain distancing * Markings on the floor to encourage distancing if people are likely to queue * If asking for donations, consider online payments * Use disposable, recyclable containers for soup and food or ask recipients to bring their own mug/container | M |  |
| Harvesting vegetables | * Wash hands before and after * Wear gloves * Be aware of any allergies to plants or soil * Tools checked for their condition to avoid breakages * Young children to be supervised and tools should be age appropriate * Tools counted in and out and stored away safely when not in use * Ensure adequate space around anyone using tools to avoid injury * Harvested produce to be stored in containers and put in a safe place to avoid trip hazards while working | L |  |
| Food handling, preparation and storing | * Wash hands regularly * Provide gloves for anyone with skin irritations e.g. eczema * Be aware of any food allergies * All food handling and prep to be supervised by an adult if young people are involved * Store food appropriately once cooked | L |  |
| Slips and trips | * Keep cooking areas clean and tidy * Have suitable cleaning materials available e.g. cloths, mop, tea towels * Any spills to be cleaned up immediately * Tidy away trip hazards such as wires or mark out clearly * Ensure lighting is sufficient * First aid kit available * Participants to wear sensible shoes | L |  |
| Contact with heat e.g. oven, hob, camping stove, hot liquids | * Only handled by adults or older children (under supervision) that have been briefed or trained * Oven gloves, aprons, tea towels and cloths available * Cold water source available in case of a burn * Participants to wear long sleeves, covered legs and sensible shoes | M |  |
| Sharp kitchen utensils e.g. knives, tin openers | * Only handled by adults or older children (under supervision) that have been briefed or trained * Any sharp utensils stored safely when not in use * First aid kit available | M |  |
| Carrying out an online event through platforms such as Zoom or Skype | * Password protect your event ‘room’ if possible * Avoid sharing Zoom links publically (e.g. on social media) * Young people should not be left alone on a call * Ensure you have consent from participants or parents to be on camera * Participants to be dressed appropriate e.g. no nightwear * Ensure host has been trained on functions such as muting microphones or removing participants if required * Avoid sharing too much personal information that might be visible e.g. full name, email address * Check security settings to ensure participants cannot record, screen share or make changes to your event (unless you have given this option deliberately) | L |  |