

Kitchen Health & Safety Risk Assessment

Updated review draft - 16 August 2026

Facility	Brighter Futures Community Facility	Previous review	19/02/2026 - Nick Maher
Current status	Draft update for site verification and approval	Next formal review	By 16/08/2027, or sooner after significant change/incident
Scope	Kitchen-specific workplace health & safety hazards	Risk scoring	Existing scores retained; new hazards require local matrix score

Important: This update is based on the February 2026 assessment and current HSE/Welsh fire-safety guidance. Physical controls and completion of earlier actions have not been independently verified; owners must confirm them on site before approval.

Scope boundaries: Food safety/allergen controls remain within the food safety management system (SFBB). Detailed fire controls remain within the separate Fire Risk Assessment. No gas appliances are recorded in the kitchen; reassess if gas or solid-fuel appliances are introduced. General premises controls are cross-referenced to the separate General Assessment.

Priority action check before approval

- Confirm the entrance step/high-contrast warning marking is installed, secure and effective.
- Verify fire-blanket/firefighting inspection records and confirm the Fire Risk Assessment covers fryer/cooking-oil fires and emergency isolation.
- Confirm knife-storage reorganisation is complete and child-safe guards/food holder are available and used.
- Repair the oven door/shelf runner if still defective; do not use equipment where a defect affects safe operation.
- Confirm the bain-marie drain hose is available, fits securely and is used safely.
- Verify current electrical inspection/PAT/EICR records and close any outstanding remedial work.
- Refresh COSHH/cleaning-chemical records and add dermatitis/wet-work controls and skin reporting.
- Confirm kitchen extraction/ventilation maintenance and identify any powered equipment needing PUWER-style checks/instructions.

Risk assessment

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Score
Slips, trips and falls	Kitchen users, staff, volunteers and visitors may be injured by wet/greasy floors, spills or leaks, obstructions, damaged flooring, or the change of level at the kitchen entrance.	• Refer to relevant general premises controls in the General Assessment. • Keep work routes clear; store deliveries, bags, cables and equipment so they do not obstruct walkways. • Clean food, oil and water spillages promptly using suitable methods; use wet-floor signs only while the area is genuinely wet/being cleaned. • Maintain floors, mats and kitchen equipment to prevent leaks and deterioration. • Use suitable footwear for the task; staff working routinely in the kitchen should use slip-resistant footwear where the	• Confirm the "Watch Your Step"/high-contrast marking purchased on 19/02/2026 is installed, secure, visible and not itself a trip hazard. • Record routine kitchen checks and arrange prompt repair of leaks or floor defects. • If oil/water contamination remains frequent, review floor slip resistance and cleaning method.	Catering coordinator	Within 14 days; then ongoing	4

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Score
		risk assessment indicates it is needed. Mats are provided at the external door and the change of level into the kitchen is highlighted.				
Fire / cooking appliances	Kitchen users and others in the building could suffer serious or fatal injury from burns, smoke inhalation or fire spread.	- Detailed fire precautions are managed under the separate Fire Risk Assessment (FRA). - Kitchen fire blankets and other firefighting equipment are provided in accordance with the FRA and should be kept accessible and unobstructed. - Keep combustible materials away from hot surfaces and cooking appliances; maintain good housekeeping and remove grease deposits from equipment/extraction as required by the maintenance regime. - Switch off or isolate cooking appliances when not required and when it is safe/appropriate to do so; equipment that must run continuously (for example refrigeration) remains energised. - Staff follow evacuation procedures and do not take personal risks attempting to fight a fire.	- Carry forward the February 2026 action: verify fire-blanket inspection/service/replacement requirements against manufacturer instructions and the FRA, and record the latest check. - Confirm the current FRA specifically covers fryers/cooking-oil fires, suitable extinguishing provision and emergency isolation. - Close out any outstanding kitchen-related FRA actions.	HSC / Responsible Person; Ste Johnson (carry-over check)	Within 14 days; before fryer use if provision is uncertain	4
Knives, mandolines, can lids and other sharps	Kitchen users may suffer cuts or lacerations, particularly to hands and fingers. Young or inexperienced users may be at greater risk.	- Only competent/authorised users use knives and sharp equipment; provide clear instruction and supervision. - Use the correct knife for the task, keep knives sharp and cut on a stable chopping surface. - Carry knives with the blade pointing down; do not carry other objects at the same time and never try to catch a falling knife. - Do not leave knives loose on worktops or in sinks/washing-up bowls. Store securely in a rack, sheath, block or organised drawer/insert after use. - Use guards/food holders on mandolines and similar equipment. Use task-appropriate protective equipment where the assessment requires it. - Young people/inexperienced volunteers: assess capability before knife use, use child-safe knives/finger guards where appropriate, and provide close supervision until competent. - Remove sharp can lids and broken items carefully; use suitable tools rather than hands to pick up broken glass/crockery.	- Confirm the knife drawer has been reorganised and redundant knives removed. - Confirm child-safe finger protectors and food holder purchased 19/02/2026 are available and used where appropriate. - Provide/record a short safe-knife-use briefing and competence check for regular users, including safe sharpening.	Catering coordinator	Within 14 days	6
Manual handling of heavy or bulky items	Kitchen users may suffer back, shoulder or other musculoskeletal injury from lifting, carrying, pushing or pulling stock, equipment, deliveries or heavy containers.	- Refer to manual-handling controls in the General Assessment. - Use trolleys or other mechanical aids where practicable; split loads or use a team lift for awkward/heavy items. - Store frequently used/heavy items between about knee and shoulder height where practicable. - Plan deliveries and stock movements to avoid unnecessary carrying and twisting. - Do not move large containers of hot liquid; hot-liquid handling is controlled separately below.	Identify any frequent or high-load kitchen tasks (for example deliveries, bulk stock, fryer oil, heavy pans or appliances). Complete a task-specific manual-handling assessment if the General Assessment does not adequately cover them.	Catering coordinator	Within 30 days	2
Stored equipment / goods	All kitchen users may be struck by falling items,	Keep heavy, bulky and frequently used items at lower levels where practicable.	Continue a simple weekly store-room check; remove redundant stock/equipment and	Catering coordinator	Weekly / ongoing	2

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Score
	injured by unstable storage or forced into unsafe reaching/lifting.	- Do not overload shelves; keep storage stable and prevent items projecting into walkways. - Keep the store room free from unnecessary clutter and maintain clear access. - Use the correct step stool/stepladder for high shelves - never chairs, crates or improvised access equipment.	correct unstable or overloaded storage promptly.			
Cleaning chemicals, wet work and dermatitis (COSHH)	Cleaners and kitchen users may suffer skin/eye irritation, chemical burns, respiratory irritation or work-related dermatitis from cleaning substances and frequent wet work.	- Refer to COSHH controls in the General Assessment and maintain current safety data/instructions for cleaning products. - Keep products in labelled containers and store securely away from food; do not decant into unlabelled or food/drink containers. - Follow manufacturer dilution and use instructions; never mix cleaning chemicals. - Use task-appropriate gloves and eye protection when required by the product assessment, including when making up spray bottles. - Minimise prolonged wet work where practicable; wash/rinse and dry hands thoroughly, provide suitable moisturising/emollient cream and encourage early reporting of dry, itchy or red skin. - Ensure good ventilation when using products that may generate vapour/spray.	- Review the kitchen COSHH inventory and safety data for all current products; confirm spray bottles show product name, use and dilution information. - Introduce a simple skin-check/reporting arrangement for staff who do frequent wet work/cleaning. - Consider less hazardous products or methods where reasonably practicable.	Catering coordinator	Within 30 days; then review when products change	4
Electricity	Kitchen users may suffer electric shock or burns from damaged or unsuitable equipment, leads, plugs or sockets, especially around water and cleaning.	- Refer to electrical controls in the General Assessment. - Use equipment suitable for the kitchen environment and electrical supply; keep leads/plugs away from water, heat and damage. - Users carry out simple pre-use visual checks. Remove damaged equipment from service, label it and arrange repair by a competent person. - Isolate/unplug equipment before cleaning or maintenance where the manufacturer requires this and it is safe to do so. - Formal inspection/testing intervals should be based on risk, equipment type, environment and experience rather than assumed to be annual in every case.	- Verify current portable-appliance inspection/test records and the current EICR/remedial-work status. - If the separate General Assessment still contains an electrical action dated December 2023, replace it with the actual completion/status record and any current actions.	HSC / competent electrician	Within 30 days; immediately for any defect	4
Working at height (high shelves, light bulbs, minor access)	Staff or volunteers may fall when reaching high shelves or using unsuitable access equipment.	- Refer to work-at-height controls in the General Assessment. - Use a suitable stepladder/step stool only for low-risk, short-duration tasks where it is appropriate. - Carry out pre-use checks; place on a firm, level surface; engage locking devices and avoid overreaching. - Maintain three points of contact where practicable and keep both hands free only where the body can still be supported safely. - Users must be competent/instructed. Never stand on chairs, boxes, worktops or other improvised access equipment.	- Confirm the kitchen/store-room step equipment is in good condition and included in the local inspection arrangement. - Relocate regularly used stock if repeated high-level access is required.	Catering coordinator	Within 30 days; pre-use checks ongoing	2
Hot oil, hot surfaces, hot liquids and steam	Kitchen users may suffer scalds or burns from ovens, fryers, hot pans/trays, hot water, steam, bain-	- Allow equipment and oil to cool before moving, emptying or cleaning, following manufacturer instructions. - Use heat-resistant gloves/oven protection in good condition and suitable for the task.	Carry forward the February 2026 actions: confirm the bain-marie hose has been obtained, fits securely and can be used without splash/scald risk.	Catering coordinator	Oven: before further use if unsafe; other actions within 14 days	4

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Score
	marie/urn contents or hot oil during use, draining or cleaning.	• Open oven doors cautiously and stand back from escaping steam; give clear verbal warnings when moving hot pans, trays or plates. • Keep pan handles and hot containers positioned to reduce knocks/spills; avoid carrying hot liquids over long distances. • Drain the bain-marie using a secure hose where provided; empty the tea urn before moving it. • For fryers, follow the manufacturer safe-emptying/cleaning method. Never transfer hot oil into unsuitable plastic containers. • Young/inexperienced users should not handle fryers, large hot-oil tasks or other high-risk hot-liquid tasks unless specifically assessed, instructed and supervised. • Burns first-aid supplies are available and first-aid arrangements cover foreseeable kitchen burns.	• Confirm the oven door and shelf runner have been repaired. If a defect affects safe operation, stop using the appliance until repaired by a competent person. • Use clear hot-surface/hot-water warnings where the risk is not obvious. • Review suitable kitchen workwear/PPE for burn protection while also managing heat stress; avoid loose clothing around cooking equipment.			
High workplace temperature, cooking fumes and ventilation	Kitchen users may suffer heat stress, dehydration, reduced concentration or respiratory irritation from hot conditions, steam, oil mist and cooking fumes.	• Use the kitchen extraction/canopy during cooking and keep it maintained and cleaned so fumes, vapour and heat are effectively removed. • Provide adequate general ventilation/make-up air. Windows/doors may supplement ventilation where safe and suitable. • Provide cool drinking water and allow breaks, task rotation or other cooling measures when conditions are hot. • Use fans only where they do not create contamination or other hazards. • Staff should report symptoms of heat stress; additional consideration is needed for young workers, pregnant workers and anyone with relevant medical conditions. • No gas appliances are recorded. Reassess ventilation/CO controls before introducing gas or solid-fuel equipment.	• Confirm extraction/ventilation cleaning and service arrangements and that airflow is effective when cooking is underway. • Use the HSE heat-stress checklist if staff report heat symptoms or hot-weather controls are not effective. • Replacement of damaged fly screens should be managed through the food-safety/SFBB system if openings are used for ventilation.	HSC / Ste Johnson / Catering coordinator	Within 30 days; seasonal monitoring ongoing	2
Powered kitchen equipment (where provided: mixers, processors, slicers, etc.)	Users may suffer cuts, entanglement, crushing, amputation or electric injury from moving parts, unsafe cleaning or defective guards/interlocks.	• Use equipment only for its intended purpose and in accordance with the manufacturer instructions. • Guards, lids, interlocks and emergency/stop controls must be in place and effective; never bypass safety devices. • Only trained/authorised users operate higher-risk equipment. Tie back hair and avoid loose clothing/jewellery near moving parts. • Isolate/unplug equipment before cleaning, clearing blockages or changing attachments where required by the safe system/manufacturer instructions. • Carry out pre-use checks and maintain/inspect equipment at intervals based on risk and deterioration.	• Confirm the current kitchen equipment inventory and identify any item needing a specific safe-use instruction, guard/interlock check or maintenance record. • For young/inexperienced users, assess the equipment/task before use and provide the level of supervision required.	Catering coordinator	Within 30 days	Review *

*** Score note:** The source assessment uses scores 2, 4 and 6 but does not define the risk-scoring matrix. Existing scores are therefore retained. The new powered-equipment row should be scored using Brighter Futures' approved matrix once the equipment inventory and controls are confirmed.

Review and approval record

Updated by	[Name/role to complete]	Date	16/08/2026
Site controls verified by	[Name/role to complete]	Date	[dd/mm/yyyy]
Approved by	[HSC / Trustee / responsible manager]	Date	[dd/mm/yyyy]
Next review	By 16/08/2027	Earlier review triggers	Significant change; accident/near miss; new equipment/substances; change in users or controls

Guidance used for this update

- [HSE - Catering and hospitality](#)
- [HSE - Slips and trips in catering](#)
- [HSE - Safe use of knives in the kitchen](#)
- [HSE - COSHH and the catering industry](#)
- [HSE - Skin problems in catering businesses](#)
- [HSE - Work using electrically powered equipment](#)
- [HSE - Safe use of ladders and stepladders](#)
- [HSE - Temperature / heat stress](#)
- [HSE - Young people at work](#)
- [Welsh Government - Fire safety guidance for businesses and workplaces](#)

Draft status: Do not treat this document as evidence that the listed physical controls have been checked. Complete the site-verification and approval fields above, close the priority actions, then issue the controlled final version.