

Parish of St Margaret’s

Activity risk assessment - including holidays and trips

Activity: Lunch on the Lane

Location: Nave and kitchen - Church

Name of leader with responsibility: Mor Gartner

Date of first risk assessment: 08.02.25

Time/frequency: weekly – term time

Date to be reviewed: December 2025

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?	Done
Slips, trips and falls	All – slipping on spillages, tripping over bags, dogs , small children whilst carrying food.	Volunteers to keep vigilant, cleaning up spillages and removing hazards immediately. First Aid Kit in kitchen	Purchase a hostess trolley	All volunteers	Immediately	<i>Completed Oct 24</i>
Food poisoning	All, particularly more vulnerable people – from food that has not been stored correctly therefore higher risk of bacteria and infection.		Food safety information for cooks and bakers on basic good practice. i.e. hand washing, storage temperatures for soups and sandwiches, and general safe practice in food preparation. Also signage in food prep area	Mor	Immediately	<i>February 25</i>
Allergies	All people with food allergies and intolerances. Ingredients to be displayed clearly on tables	List of ingredients displayed on tables	Completion of registration forms for attendees	Mor		February 25
Burns	Volunteers – steam burns from hot soups from microwave, also burns from hot pans and portable hobs	Sensible handling with oven gloves maintained. First Aid Kit in kitchen				
Cuts	Volunteers – from sharp bread knives	First aid kit in the kitchen				

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Fire	All – from cooking	Portable hobs to be used in a safe area away from flammable materials.	Remind volunteers to keep space around hobs clear. Signage to be displayed	Mor	Immediately	February 25