



SOUTHWELL u3a HOME-BASED RISK ASSESSMENT CHECKLIST

Interest Group: COME DINE WITH US	Date: JUNE 2024
Name of person completing risk assessment checklist: BRIAN PLATTS	
Description of Activity: MEETING TO PREPARE FOOD FOR SELF AND/OR OTHER MEMBERS OF CDWU GROUP	

	Risk Assessment Checklist	Yes	No	N/A	If no, what actions will you take to mitigate this risk?
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General	Is there enough space for all members in attendance?	X			
	Have you checked for trip hazards or anything that might obstruct members or cause them to slip (eg spillages) or fall?	X			
	Have you checked that nobody will have difficulty with access to the room, due to mobility issues?	X			
	Have you checked whether any of those taking part have any food allergies or intolerances or other relevant health problems?	X			
	Does someone (usually the Group Leader) have emergency contact details for all members of the group?	X			
Hygiene	Do members wash hands before start of food prep, after handling raw food and before starting new tasks, for at least 20 seconds using soap and water or a hand sanitiser?	X			
	Are all food preparation areas and equipment cleaned before and after use and are there separate chopping boards and utensils for raw and cooked food?	X			
Foodstuffs	Are all cooking ingredients stored appropriately (inc. refrigerated if necessary) and within use-by dates?	X			





Electrical	Is all electrical equipment safe and have all cables been inspected to ensure they are intact and safe for use?	X			
	Have you made sure there are no trailing leads or cables, so as to prevent a member tripping?	X			
Burns/scalds	Are members aware that they should keep pan handles turned inwards, take care when lifting lids and minimise the moving of kettles and pans of hot water or oil?	X			
	Do members check oven temperatures and that ovens and hobs are turned off at the end of cooking stages and sessions?	X			
Cuts	Are knives stored safely in a drawer or other container?	X			
	Are knives washed separately or in a dishwasher and not left in sink?	X			
First-Aid	Is there a First Aid box or equipment available, including plasters and dressings for cuts and burns?	X			
Fire safety	Is there a working smoke alarm?*	X			
Personal risk assessment	Have all members done a personal risk assessment to ensure they can safely participate in the activity?	X			

*If you do not have a working smoke alarm, you can contact your local fire service for a 'Safe and Well Visit', during which they can fit a free smoke alarm in your home.

u3a	Home Based Risk Assessment Checklist	The Third Age Trust
This Risk Assessment must be checked annually and amended as needed		
Please send any updates to the webmaster		

