

Risk assessment

Name of activity, event, and location	Cooking indoors	Date of risk assessment	11.02.2025	Name of person doing this risk assessment	Jane Leadbetter GLV
		Date of next review	11.02.2027		

What could go wrong? What hazard have you identified? What are the risks from it?	Who is at risk?	What are you going to do about it? How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	Review & revise What has changed that needs to be thought about and controlled?
A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.	Keep checking throughout the activity in case you need to change what you're doing or even stop the activity. This is a great place to add comments which will be used as part of the review.
For example: Hazard: fire Risk: smoke inhalation or burns	Section Volunteers, visitors, Young Leaders, Scouts	Smoke: use dry wood, check wind direction, stand people out of smoke direction. Burns: stay a safe distance from fire, place extra wood on safely, teach Scouts good practice around fires, have a burns first aid kit easily available.	
Hazard: Equipment Risk: Burns, cuts, fire	All participants	Equipment to be checked to ensure that it is in good working order Stoves to be placed on a firm, flat surface of a suitable height Appropriate utensils to be used Stoves NOT to be moved whilst hot Stoves spaced apart at suitable distances for numbers of cooks & supervisors Use equipment according to instructions Lit stoves not to be left unattended Ensure pan sizes are suitable for stoves, with no overhanging Safe use of matches WITH DEMONSTRATION Keep knives & sharp utensils in a restricted space under full supervision Consider closer supervision with children with SEN Adjust any clothing near a heat source eg remove neckerchiefs Tie back long hair Apply good ventilation if possible Notification in advance of the Burns Sheet Awareness of positions of fire extinguisher & fire blanket Hand sanitizers to be kept away from naked flames First Aid kit available First Aider available	
Hazard: misbehaviour Risk: burns, trips, slips, falls, injury	All participants	Explain the activity clearly and in age-appropriate language Include safety with knives, basic burns First Aid, use of knives, no running or pushing, fire evacuation procedures.	

You can find more information in the Safety checklist for Section Volunteers and at scouts.org.uk/safety

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		<p>Explain good practice around naked flames & hot appliances.</p> <p>Clean-up any spillages immediately</p> <p>Explain good communications with each other.</p> <p>Ensure all adults on the team are briefed in advance.</p> <p>Use a clear communication if activity needs to be stopped eg a loud shout or whistle.</p> <p>Adults to monitor the mood during session.</p> <p>Time-out for misbehaviour and use of Behaviour Policy</p>	
<p>Hazard: allergies/intolerances/food poisoning</p> <p>Risk: allergic reactions</p>	All participants	<p>Allergy information to be collected beforehand from parents</p> <p>Food ingredients shared with all participants in advance</p> <p>Hands to be washed</p> <p>Prepare food correctly, hands & knives washed in between preparing raw and cooked food</p> <p>Use separate chopping boards for raw and cooked food</p> <p>No cross contamination</p> <p>Participants that have severe reactions – ban those ingredients</p> <p>For less extreme allergies – this/those participants to cook separately</p> <p>Individuals who are prone to severe reactions have appropriate medicines available eg epipen</p>	

Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.

You can find more information in the [Safety checklist for Section Volunteers](#) and at scouts.org.uk/safety

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