

Risk assessment

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|---------------------------------------|---|-------------------------|---------|---|-----------------|
| Name of activity, event, and location | Kastle Kafe Blair Atholl Jamborette Marquee, drop in activity | Date of risk assessment | 07/7/24 | Name of person doing this risk assessment | Angela McGregor |
| | | Date of next review | 14/7/24 | | |

| What hazard have you identified? What are the risks from it? | Who is at risk? | How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults? | Review & revise. What has changed that needs to be thought about and controlled? |
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| 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. |
| Trips and Falls | All users | <ul style="list-style-type: none"> Pick up rubbish and keep walkways clear of clutter. No running or pushing in the queue. Don't have too many people behind the counter at once – consider a system of cashiers and people getting the items bought. | Review new seating area once created. Is there enough space between tables? |
| Fridges and Freezers – Electrocution/Freezer Burn | Kafe staff | <ul style="list-style-type: none"> Ensure appliances are in good working order and not in a position where they can get wet or damaged. Only to be used as per instruction manual. Kafe use only. PAC tested and only installed/uninstalled by site electrician. Report any faults immediately. Gloves or limited contact with frozen items. Do not lean fully into chest freezer. | |
| Trapped fingers/hand | Kafe Staff | <ul style="list-style-type: none"> Pay attention when using appliances/box trailers. No leaning on units. When handling heavy juice, take extra care when setting down. Ensure area is clear when closing box trailers. | |

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

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| Heat/dehydration during opening times | Kafe Staff/Customers | <ul style="list-style-type: none"> • Water supply available, • walls dropped where possible. • Regular breaks/shift rotation. • If the queues are long, consider a limit to queue size within marquee. • Speak to subcamps about scheduling. | |
| Cuts from cardboard/knives | Kafe Staff | <ul style="list-style-type: none"> • Use pen knives for dismantling boxes. • Check knives aren't faulty/damaged. Proper use. | |
| Injury from heavy lifting | Kafe Staff | <ul style="list-style-type: none"> • Ensure proper manual handling procedures are followed. • 2 person lifting where appropriate. • Any existing injuries should be reported at the start of camp and noted by TL | |
| bee/wasp stings | Kafe Staff/Customers | <ul style="list-style-type: none"> • Ensure bins are emptied regularly and any spillages are quickly cleaned up. • Do not leave open food/drinks lying around. • Deal with a wasp in the marquee sensibly and appropriately. | |
| Allergies | Kafe Staff/Customer | <ul style="list-style-type: none"> • Highlight items which contain nuts etc – make sure all staff are aware. • Maybe put a sign up saying to check before purchase. | |
| Fire/Electrocution from faulty charging kit | All users | <ul style="list-style-type: none"> • Charging equipment that is damaged should not be used. • Charging items should not be left unattended, covered or at risk of getting wet. • Any charges not in use should be unplugged and stored properly. • Nothing should be left charging overnight. | Part of closing duties will be to check charging areas and remove any items still plugged in. Set up lost property box. |

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