

Risk assessment

DEPARTMENT: Food Technology

Assessment carried out by: I Keitch

Date of next review: January 2021

Date assessment was carried out: Sept 2020

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Sharing of equipment	Students & Teacher	Keeping equipment in Year group bubbles. Sanitizing equipment when moved to another bubble. Extra time to be allowed for cleaning after a practical session Students sanitising hands on entry	Where possible leave equipment untouched for 72 hours before transferring to a different bubble. If 72 hours is not possible then equipment is to be sanitised in a Milton solution for 15 minutes before being allowed to air dry	Technician to prepare solution to sanitise	ongoing	
Marking books	Students/ Teacher	Students have books at KS4. Timetable allows for marking of books between lessons. Formative assessment strategy to promote online feedback strategy	Day used, next day available use chart to be displayed in classrooms. Topic assessments to be set up using Google forms. Whole class feedback sheets to be developed	Teacher in charge	Ongoing	

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Contact with equipment and resources used in the lesson	Teacher in charge	Storage of basic equipment and resources stored in each zone to limit contact by staff. Staff to sanitize hands before and after touching equipment and resources.	Students to wipe down equipment and resources with sanitizing wipes before handing them back Teacher to not use same equipment as students	Teacher in charge students	Ongoing	
Contact with surfaces	Teacher and students	Students zoned in Year group bubbles. Regular wiping of tables and workstations with sanitizer after every practical session	Students will be asked to wipe down their own workspace at the end of the lesson. Student reminder for working safe displayed via a PowerPoint	Teacher Students	Ongoing	
Proximity to students within the classroom	Teacher and students	Visors provided for members of staff. All students to wear facemasks during practical sessions. (Parents informed of this through Parent Guide issued on 31/10/20) Students to remain in their kitchen areas	Teacher to remain a minimum of 2m distance from students within the classroom. Video demonstrations recorded to avoid close demos. Work plan for students in kitchens	Teacher	Ongoing	
Spread of infection whilst staff/students are	Students and teacher	Year 7 students to be met on the playground outside E block and walked over – students reminded	Wedges for doors (<u>except fire doors</u>). Briefing whilst outside.	Teacher in charge	Students will need to be informed of entry routines	X

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moving around the Food Technology Rooms (C9 & C10)		<p>not to open doors and touch corridor surfaces.</p> <p>Year 8 students to access both Food rooms via the Humanities corridor</p> <p>Year 9 students to access both Food rooms via the Technology corridor</p>	<p>Students encouraged not to queue in corridors and to move to C10 & C9 sensibly. All students to be briefed on safe entry routines</p>	<p>Teachers</p>	<p>before/during their first lesson on</p>	
Spread of infection whilst managing practical lesson	<p>Staff and students</p>	<p>Teacher equipment not to be shared with students.</p> <p>Once the practical lessons have finished, students should tidy up their equipment follow instructions from the teacher, sanitise their hands and then leave the room, via the exit, in an orderly fashion.</p> <p>Students to clear away equipment used under Teacher/Technician supervision.</p>	<p>Individual PPE to be purchased for staff</p> <p>Investigate the recording of demonstrations to ensure students do not have to gather around a fixed point.</p> <p>Avoid the need for early drop off of ingredients – look at recipes that only require dry ingredients to reduce the amount of visits required to the department</p>	<p>Students and staff</p>	<p>Ongoing</p>	

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		<p>Staff soak specialist equipment used, as appropriate and wash their hands.</p> <p>Modelling will need to be managed – standing positions identified by teacher.</p> <p>Teachers must keep their distance when observing the students as they work through the practical activity. The teacher should risk assess the activity prior to the session, and take into consideration the competency of the students.</p>	<p>Dishwasher installed in C9 & C10 for high-risk items.</p> <p>We will need to develop a bank of online tutorials to model practical skills</p>	Teachers		
<p>Spread of infection for non-teaching staff</p>	Technician	<p>Flexibility in hours to allow the Technician to work after school has finished.</p> <p>PPE provided for movement around C9 & C10 when students are present.</p>	Provide hand sanitizer and sanitizing spray for cleaning	Technician	Sept 2020	