



South Tyneside Council

Tool Box Talk
Risk Assessment for
Corvid 19 in Catering Services

Name of Trainer Date

Location Duration

This Tool Box Talk is designed to be delivered to kitchen team leaders to accompany the formal Risk Assessment.

The undersigned have had risk assessment instruction for COVID 19 in school catering and have been made aware of the following points:

- How to recognise signs of COVID 19 symptoms in themselves and others, what to do and who to tell
- How to order a test for COVID 19
- How COVID 19 could transmit in a school kitchen or dining setting
- Why staff levels in kitchen should be kept to the very minimum
- The procedure to be followed for coughing and sneezing
- The need for 20 second hand washing more regularly
- When a disposable mask can be used, and when not to use a mask
- Why we must not touch face, eyes, nose, mouth
- How to reduce the risk of infection and cross-infection of the virus at work
- How to deal with food packages which have been damaged or compromised
- How to maintain a level of personal hygiene to reduce infection/cross infection
- The need to self-distance themselves from others by 2m
- How to manage hot and cold food service safely while social distancing by 2m
- Where kitchen staff can get help and advice or report concerns

Name Position Signature Department