

POLICY

Lunch Risk Assessment

SEPTEMBER 2023

Review 2026

N.B. The aim of a risk assessment is to provide general information on the type of hazards employees and pupils as well as others who may be involved are exposed to. IF FOLLOWING IMPLEMENTATION OF ALL CONTROL MEASURES THE **RISK RATING** IS STILL SUBSTANTIAL OR ABOVE, FURTHER ASSESSMENT & CONTROL MEASURES SHOULD BE CONSIDERED.

- For further advice contact The Governing body.

Assunnah Primary School

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Head Teacher: Hoden Yussuf

		
	<i>Assessment Title</i>	

Use of Hall at Lunchtime

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Date of Assessment: **01 JANUARY 2019**

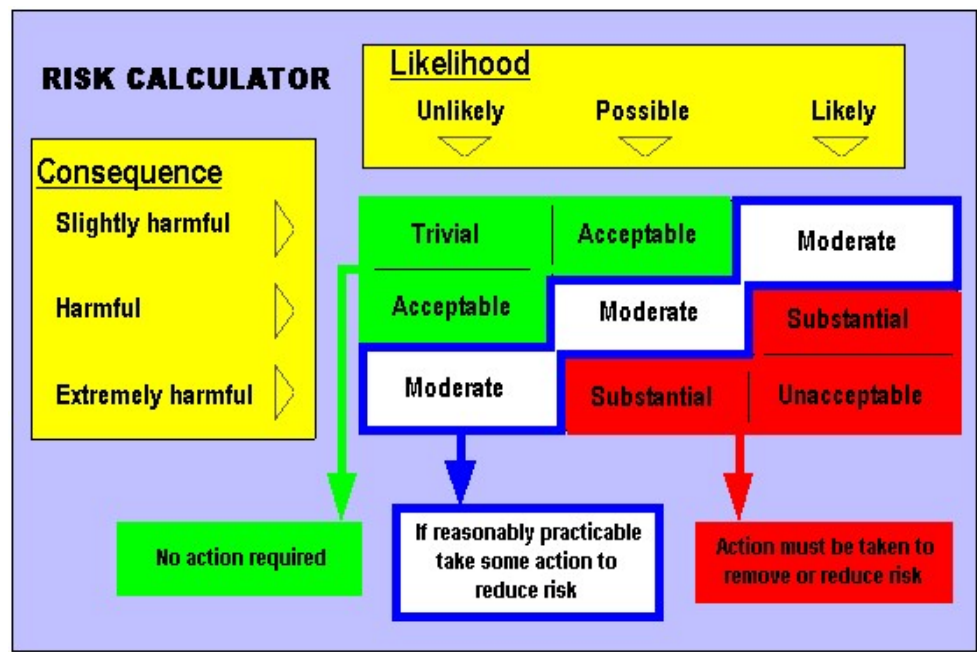
Assessed by:

Assessment Frequency: **When changes occur, as necessary. Annual review.**

Signed and accepted by Headteacher / Head of site:

Signed and accepted by Chair of Governors:

Name	Signature
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IF YOU AMEND THE RISK ASSESSMENT YOU MUST RE-EVALUATE THE RISK RATINGS - IF YOU DO NOT AMEND THEM YOU ARE AGREEING THAT YOU WILL APPLY ALL THE CONTROL MEASURES THAT ARE IDENTIFIED

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RISKS IDENTIFIED

HAZARD OBSERVED	WHO MAY BE HARMED?	RISK RATING BEFORE CONTROLS	CONTROL MEASURES	RISK RATING AFTER CONTROLS	CONTROL MEASURES IMPLEMENTED BY
Injury from slip/ trip, caused by: <ul style="list-style-type: none"> • Spilled food/ drink on floor • Wet floor after mopping 	Staff/ pupils	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> ●Wet floor signs used to indicate wet area. ●Staff to clear up quickly. ●Pupils supervised to travel quickly and safely, directly to their seats, to minimise travel time and likelihood of spilling food - lunchtime supervisors to implement this. ●Designated staff to supervise clearing/ cleaning plates to avoid food spilling over onto the floor. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	
Injury from slip/ trip, caused by: <ul style="list-style-type: none"> • Collision with furniture i.e. tables, benches, lunchbox trolleys, P.E. mat trolley • Coats/ bags/ lunch boxes on the floors 	Staff/ pupils	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> • Children encouraged to walk not run –lunchtime supervisors to implement this. • Furniture stored out of way of walkways, doors etc, to minimise risk of collision. • Coats stored neatly on Hooks when children are eating lunch – lunchtime supervisors to implement this. • Bags and lunch boxes kept on trolleys when not being used – lunchtime supervisors to implement this. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	
Injury caused by children colliding with other people	Staff/ pupils	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> • Children trained to walk not run –lunchtime supervisors to implement this. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	

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Injury during a building evacuation (e.g. fire alarm):	Staff/ pupils	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> • Fire exits unobstructed by furniture, curtains, coats and bags etc, at all times. • Lunchtime supervisors trained in their roles as fire marshals and familiar with evacuation procedures. • Lunchtime fire drills to be conducted and feedback encouraged and taken into account. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	
N.B. First aiders are on duty during lunchtimes					

RISKS IDENTIFIED					
HAZARD OBSERVED	WHO MAY BE HARMED?	RISK RATING BEFORE CONTROLS LIKELIHOOD	CONTROL MEASURES	RISK RATING AFTER CONTROLS	CONTROL MEASURES IMPLEMENTED BY
Injury caused by ingestion of bacteria (germs) due to unclean surfaces/ cutlery dropped on floors etc.	Pupils	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> • Lunchtime supervisors to be vigilant and prevent use of dirty cutlery etc. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	

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<p>Injury caused to unsupervised children for example by slips/ trips on wet floors especially at the end of lunchtime when most children have gone outside and catering staff have mopped the floor. The risk of injury is increased if children are left unsupervised. There is a greater risk of injuries be compounded by lack of swift first aid treatment, if children are left unsupervised.</p>	<p>Pupils</p>	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	<ul style="list-style-type: none"> • Lunchtime supervisors to remain in hall until all children have left and gone outside. • Lunchtime supervisors in corridor to ensure children do not return to the hall after staff have left, and if necessary, to accompany children to the hall. 	<ul style="list-style-type: none"> ●Unlikely ●Harmful ●Moderate 	
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