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| ABC  Logo 2024.jpg | | | Risk Assessment – Manual Handling/Food Hygiene | | |
| Location: Leys Lane, Attleborough NR17 2HX  Date: December 2024 | | | | | |
| Potential Hazard | Who is at risk? | Existing Control Measure | Risk Rating | Preventative Measures | Responsibilities |
| * Moving Chairs and tables | People moving furniture for meetings | Chair lift device provided  Familiarity of folding tables  Training given on request | Low | * Sign display advising people to use chair lift * When moving tables request another person to help | * Deacons * Volunteers |
| * Food Hygiene * Sunday Morning tea and coffee * Thursday Bible Group tea and coffee * Tuesday Warm Welcome tea and coffee * Women’s Group * Alpha Group * Special celebration meals * Harvest Supper * Easter * Christmas * Cakes for individual celebrations | People preparing food and those participating in celebration where food is provided | Kitchen offers two working areas   1. Food Prep and cooking 2. Washing up and cleaning 3. Dishwasher provided 4. Food hygiene certificates for individuals to supervise for premises food prep 5. Aprons and gloves provided 6. Fridge/freezer temps taken on Sundays and Tuesday | Med | * People preparing food * Aware of food allergies and other dietary needs to provide satisfactory alternatives * Food bought for specific events * No food generally stored on premises | * Deacons * Volunteers |
| * Portable Electrical Appliances * Electrocution * Risk of fire * Burns from hot surface | All attending premises | Turn off all electrical appliances if not in use  Ensure no material to come in contact with appliance | Med | * Inspect on regular basis to ensure function | * Deacon * Nominated person |