

## Cromer Parish Church Cornerstone Café – Risk Assessment – Updated Sept 2024

Potential Hazards	Additional Information	Action required	Action by whom	Completed (date and name)
Scalding when using hot water and serving hot drinks.	Near boiling water dispensed from direct flow boiler. Hot coffee dispensed from coffee machine. Steam dispensed from steam pipe on coffee machine.	All volunteers need to be made aware of risks during induction and training sessions.  All volunteers need to exercise care	Café Manager.  Individual volunteers	May 2024 Ray Loten
Falls caused by wet floors due to spillages.	Tiled floor in servery can be slippery when wet.	All spillages of liquids or food should be cleared up immediately.	Individual volunteers.	When necessary
Injury when lifting heavy weights.	Fully laden basket in dishwasher is heavy to lift out.	Individual items should be unloaded separately, or the basket should be lifted by two people.	Volunteers on duty.	Daily
Food poisoning caused by contaminated food due to poor hygiene.	Germ and bacteria can be spread to food from hands, utensils and surfaces.	All staff will be trained in hand washing routines and cleaning procedures. Antibacterial spray will be used regularly on surfaces.	Café Manager.  Volunteers on duty.	May 2024 Ray Loten
Food poisoning caused by storing food at incorrect temperatures.	Bacteria naturally found in certain foods can multiply to dangerous levels if fridges and freezers are not kept at correct temperatures.	As part of daily routines fridge and freezer temperatures will be checked.	Volunteer team members carrying out opening checks.	Daily
Food poisoning caused by not observing use-by-dates on packaged food.	Fresh food will not stay fresh indefinitely.	All packaged food will be labelled with use-by dates, and these will be checked for expiry as part of the daily routine.	Café Manager and volunteers on duty.	Daily
Severe illness or death due to lack of awareness of food allergen risks.	Most of the food we serve contains one or more ingredients which may cause severe reaction in some people.	All food we prepack for direct sale will be labelled with all ingredients and with all allergens shown in bold type. All staff will be instructed as to where information about the allergens in non-packaged food can be found and the importance of providing this to customers when asked.	Café Manager and all volunteers.	Ray Loten May 2024