

St. Edmund's Catholic Primary School
Risk Assessment for
Design and Technology

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Date: February 2021	

What are the Hazards?	Describe who is at risk and how they may be harmed?	What is done to control the risk?	What more can be done?	Action by whom?	Risk
Sharp equipment Cuts	Staff, pupils	<ul style="list-style-type: none"> Controlled storage and use of knives. Pupils taught correct techniques for use of knives and use under close supervision. Wash separately and do not leave in sink. All TAs are first aid trained. 	Knives are used by all age groups but are shown how to hold them safely. Knives to be counted at the end of each session.	PP & BK	Low
Hot surfaces liquids Burns, scalds	Staff, pupils	<ul style="list-style-type: none"> Lifting lids off pans & kettles, moving hot dishes and water to be restricted to adults only. Adequate supervision and safe working procedures in place. Position pan handles not to overhang the edge of the cooker. Ensure adequate space is available around the oven at all times when handling hot items. 	Children are reminded of safe behaviour prior to each session.	PP & BK	Low
Slippery floors Slips and trips	Staff, pupils	<ul style="list-style-type: none"> No obstacles in walkways and regular cleaning of floors. Prompt maintenance of defects. Spillages should be dealt with immediately. Ensure good housekeeping and that any spills / food 	Ensure that paper towels are available at all times.	PP & BK Rec & Yr1 staff	Med

[illegible]

		<p>secure, clean conditions and used only for food preparation.</p> <p><u>Cleaning</u></p> <ul style="list-style-type: none"> • Work surfaces cleaned with a multi-purpose cleaner and then disinfected prior to any food preparation. • Clean plastic sheets used to cover tables. • Equipment, including cutlery, should be stored in secure, clean conditions and used only for food preparation. • Adequate rubbish bins for waste food and they must be emptied daily. 	and cooked foods. If this is not practical, the chopping board should be cleaned and disinfected between use.		
<p>Pupils with food allergies</p> <p>Inadvertent contact</p> <p>Staff not aware of pupil's allergies</p>	Staff, pupils	<ul style="list-style-type: none"> • All staff/volunteers are made aware of pupils who are allergic or sensitive to foods and food additives. • No nuts in school at all. • Ensure all staff know that Epi-pens are stored in the medical room. • All staff are trained to administer Epi-pen if needed. • Where chn do not have an Epi-pen in school, an ambulance must be called as soon as a child shows symptoms. • Staff should be aware of ingredients/food additives present in foodstuffs. 	Staff to ensure the parents know that there must be no nuts used in school.	PP & BK Rec & Yr1 staff	High
<p>Sharp equipment</p> <p>Craft knife</p> <p>Fabric scissors</p> <p>Hacksaw</p> <p>Pinking shears</p> <p>Pliers</p> <p>Needles</p>	Staff, pupils	<ul style="list-style-type: none"> • Only Key Stage 2 children may use this equipment and this should be with close supervision of an adult (Key Stage 1 children to use plastic needles for sewing). • Avoid injury by choosing tools appropriate to task and appropriate to the age and experience of the user. • All equipment must be stored safely and securely away from children. • Used blades/needles etc should only be disposed of in the sharp bin in the medical room- do not put them in the classroom bins. • Pupils to be made aware that this equipment can be dangerous and could cause harm • Pupils to be taught how to use and hold this equipment correctly and safely. • Pupils to be taught how to carry scissors- blades 	<p>Prior to use, a member of staff should check that all equipment is fully functioning and safe to use.</p> <p>Equipment to be counted at the end of each session.</p>	PP & any support staff	Med

		<div>closed and held in a gripped palm, never carried with blades pointing outwards.</div> <ul style="list-style-type: none">• All TAs are first aid trained.			
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