

Risk Assessment – Manual Handling 11 MAY 21

Hazard	Those at risk	Risks	Controls	Review
Lifting large pans (kitchen)	All staff using the kitchen and cooking	<p>Injury to back</p> <p>Spillage of hot liquids</p> <p>Slips or trips while carrying large pans</p> <p>Associated injuries:</p> <p>Back problems</p> <p>Burns</p>	<p>Staff trained two team members are required to carry large pans</p> <p>Staff are trained to check the floor is clear of debris or spillage before attempting to move a large pan containing hot liquid</p> <p>Staff are made aware of their responsibilities to other team members and therefore make the team members aware of their actions before performing the task</p> <p>Pans are checked regularly for their suitability and strength</p> <p>Only authorised staff allowed into the kitchen during service and preparation.</p> <p>No running allowed.</p> <p>Adequate staff on duty to reduce pressure.</p>	<p>If there is a subsequent accident.</p> <p>If the layout of the kitchen changes.</p> <p>If the tasks in the kitchen change.</p> <p>If any new equipment is installed.</p> <p>Annually if no significant incidents occur.</p> <p>Review undertaken and no other action required</p> <p>Future equipment recommendation a purpose built stock pot if extra space is achieved</p> <p>Reviewed after Josper install Nov 2013 no special adaptations</p> <p>Reviewed 18/2/14 New kitchen to be installed later this year with purpose built stock pot</p> <p>Review March 2015</p> <p>New stock pot installed</p> <p>Review 16/3/18 No changes</p> <p>Review 23/7/2019 No changes</p> <p>Review 11 May 2021 No change</p>

Hazard	Those at risk	Risks	Controls	Review
Lifting of furniture or kitchen fittings	All members of staff	<p>Injury to back due to twisting lifting</p> <p>Bruising</p>	<p>Staff trained not to lift any large or awkward fittings or furniture without assistance</p> <p>Adequate staffing to do the job</p> <p>Kitchen deep clean is always supervised by a Senior Team member</p>	<p>If there is a subsequent accident.</p> <p>If the general layout changes.</p> <p>If the general tasks and usage change.</p> <p>If any new loose equipment or furniture is installed.</p> <p>Annually if no significant incidents occur.</p> <p>Reviewed 18/2/14</p> <p>Reviewed March 15</p> <p>Review 16/3/18</p> <p>Review 23 July 2019</p> <p>Review 23 July 2019 No changes</p> <p>Review 11 May 2021 No change</p>
Risks	Those at Risk	Risks	Controls	Review

Cellar work	Front of House staff	<p>Injury to back due to twisting lifting</p> <p>Bruising</p> <p>Broken bones due to dropping heavy barrels</p>	<p>Kegs are delivered into the cellar by supplier</p> <p>Staff members are trained that Keg racking is performed by two team members Kegs weigh no more than 25kg</p> <p>Steel toe capped wellies are provided for cellar work and staff are given formal training on use of protective equipment</p> <p>Work is alternated between up to three team members both front of house and kitchen</p> <p>Barrels not to be racked in the middle of service when the situation is pressurised</p>	<p>If there is a subsequent accident.</p> <p>If the general layout changes.</p> <p>If the general tasks and usage change.</p> <p>Annually if no significant incidents occur.</p> <p>Reviewed 18/2/14 Decided another cellar training session for all FOH staff to be put in diary</p> <p>Reviewed March 15</p> <p>Review 16/3/18 Refresh training and update training records</p> <p>Review 23 July 2019 Only key staff are trained for cellar work due to high turnover of full time front of house staff.</p> <p>Review 11 May 2021</p> <p>Staffing issue still a problem only two designated cellar persons</p>
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Risk Assessment – Manual Handling Repetitive work 11 MAY 21

Hazard	Those at Risk	Risk	Controls	Review
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Glass polishing	Front of House Staff	Back strain Joint strain Muscle strain	<p>Rotate section</p> <p>Adequate length of time off work each week</p> <p>Modern Glass machine limits amount of polishing and pressure applied to glass</p> <p>Availability of suitable and well maintained equipment to assist with the work</p> <p>On task training given to all employees</p> <p>Work benches at correct working height</p> <p>Adequate staffing levels to work demand</p>	<p>If there is a subsequent reported injury</p> <p>If the general layout changes.</p> <p>If the general tasks changes.</p> <p>Annually if no significant incidents occur.</p> <p>Reviewed 18/2/14 Bar task needs to be rotated</p> <p>Review March 15</p> <p>Review 16/3/18</p> <p>Review 23 July 2019</p> <p>Review 11 May 2021 No change less customers</p>
Food preparation	Chefs and KPs	Back strain Joint strain Muscle strain	<p>Rotate sections</p> <p>Adequate length of time off work each week</p> <p>Availability of suitable and well maintained equipment to assist with the work</p> <p>On task training given to all employees</p> <p>Work benches at correct working height</p> <p>Adequate staffing levels to work demand</p> <p>Small batches prepared reducing length of time on task</p>	<p>Review 16/3/18 No changes</p> <p>Review 23 July 2019 No change</p> <p>Review 11 May 2021 No change</p>