

Special Dietary Individual Risk Assessment

The 5 Steps to Risk Assessment

(To be undertaken by a competent person)

1. Identify the hazards
2. Identify who may be harmed and how
3. Evaluate the risk, if not controlled introduce further control measures
4. Record the significant findings
5. Review risk assessment according to the risk.

The 'Hierarchy of Control' is used to reduce the risk. The risk assessor will always try to introduce controls as high up the hierarchy (list) as possible:

Based on the existing control measures and precautions that are taken when using the equipment or completing the work activity under consideration – we assess and record the degree of risk. I.e., to what severity can the hazard associated with the work activity cause harm, and how likely is this to happen. These are multiplied together ($S \times L$) which determines the risk rating (RR). The overall risk therefore will be given a numerical score, on a **High (12-25)**, **Medium (8-10)** or **Low (1-6)** scale using the following simple table below:

1	2	3	4	5
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1
2
3
4
5

Likelihood

1	2	3	4	5
2	4	6	8	10
3	6	9	12	15
4	8	12	16	20
5	10	15	20	25

Risk Rating (RR)

Severity	1 - Slight injury/health effect	2 - Minor injury/health effect	3 - Moderate injury/ill health effect	4 - Major injury/ill health effect	5 - Potential fatality
Likelihood	1 - Remote	2 - Unlikely	3 - Possible	4 - Likely	5 - Certain

= Severity (S) x Likelihood (L)



School:

Childs Name

Childs Class & Year group

Details of Illness/ Allergies/Conditions:

Medication/Quantity & frequency, how long the medication is prescribed for:

Where relevant what are the required responsibilities for the school & Nourish:

Food Allergies						
Date:		Review Date: As Per Policy		Produced By: Nourish		
Hazard Description	Persons Affected	Controls Measures in Place	Severity	Likelihood	Risk	Site Specific Controls
<p>Allergic reaction due to consuming food with allergenic containing ingredients</p> <p>Level of Reactions:</p> <p>Rash Swelling Shortness of breath Sickness Hospitalisation Anaphylactic Shock Death</p> <p>Call 999 in case of Emergency</p>	Allergy sufferers	<p>Assessment & Elimination:</p> <ol style="list-style-type: none"> Nutritional analysis of each menu cycle and cooking procedures Products elimination Prescribed list of products from supplier Discuss allergy with School and assess risks involved <p>Provision of information:</p> <ol style="list-style-type: none"> Allergy alert posters Allergy labelling on all printed menus with key code Allergen induction Staff awareness Staff training Photo wall Effective Communication between consumers and staff. <p>Physical Controls:</p>				<p><i>Introduction of colour plates/bowls - Introduction of wrist bands to highlight allergens - Staff facing allergy reminders.</i></p> <p>School/Parent/Carer to advise:</p>

		<p>12. The use of separate equipment to prevent cross contamination.</p> <p>13. What would be the risk associated with an accidental breach of food provided?</p> <p>14. Will there be a requirement to administer medication e.g., EpiPen?</p> <p>15. If answer YES, where will this be located e.g., school office?</p> <p>16. Who would be the dedicated school representative to administer & oversee this?</p> <p>17. Contact details to be provided to the cook & kitchen as advisory information.</p>				
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Frequency for review – Monthly/Termly/Annually (delete which is non applicable)

Print & Sign on behalf of the school: Date:

Print & Sign on behalf of the Parent/Carer: Date:

Print & Sign on behalf of the Nourish Senior representative: Date: