

## UCET Work Method Statement or Standing Operating Procedure

For other instructions relevant to this activity, please refer to:

- ED 1 RAMS Activities Outdoors with Children
- ED 11 RAMS Fire lighting
- SF 2 RAMS Cooking with children indoors
- SF 5 RAMS Working in the kitchen

### 1. **The Activity:** Cooking food in the outdoors

**Activity being carried out:** Preparing and cooking of food in the outdoors using open fires. Cooked food may be eaten by the children and staff engaged in the activity.

#### **How is the activity completed?**

Preparation of food including pouring, mixing, chopping, slicing and cleaning; sometimes this will be completed in a kitchen environment Cooking of food over hot fire or ashes including heating frying baking and boiling; food temperatures checked as required.

#### **What equipment is used?**

Open fire, purpose brought cooking equipment which can be used on the camp fire, knives, chopping boards, crockery, plates and cutlery, kitchen equipment, first aid, outdoor rucksack

#### **What locations are approved for the activity?**

Identified areas of our woodland: Adventure Woods, History Woods, Viking Settlement, Celtic Settlement

#### **What are we expecting the accompanying staff and students to do?**

Follow the instructions of the activity leader

Students lifting and/or carrying hot things must do so under the supervision of a member of staff Administer first response first aid to any of their children who injure themselves (Ufton staff are available to support and help if requested following the first response.)

#### **Which parts of the activity are the accompanying staff and students prohibited from doing?**

Behave in a manner which might expose themselves or other members of the group to risk

#### **What significant hazards have you identified in the activity?**

- Burns from sparks or from items placed on the fire or recently removed from the fire e.g. cooking equipment or sticks.
- Any raw meat cooked over open fire
- Scalds from boiling water and fats used in cooking, following a spill or steam escape
- Group members falling into the fire
- Uncontrolled spread of fire
- Toxins or poisons contained in scavenged food or rubbed off onto consumed food
- Illness from dirty water or unclean containers.
- Food poisoning or illness from poorly prepared food
- Food allergies
- Cuts from knife use when preparing food
- Stabbing
- School staff to administer first response first aid to any of their children who injure themselves (Ufton staff are available to support and help if requested following the first response.)

**Are there any other issues that may affect the activity which you need to include in the control measures?**

The age, abilities and behaviours of the group

**What control measures do you have already in place?**

- Ufton staff will demonstrate correct postures and behaviours to adopt around the fire and how to safely use the equipment.
- Hair tied back and flammable clothing/items removed out of the way.
- Position up-wind of fire will avoid smoke if needed
- Dietary information is checked with regards to allergies
- Burns kit and first aid kit carried
- Radio carried
- Water available for putting out flames
- Fires always extinguished at end of activity by Ufton staff or may supervise children
- Woodland floor cleared of leaf litter and checked for dryness to avoid possibility of fire spreading
- Check again later in the day to make sure fire is still extinguished I fire bowl or fire pit not used
- Area around woodland floor fire defined with physical boundary
- Leaders have completed Food hygiene level 2
- Recipes provided with safety notes and pictures
- All utensils and pots cleaned thoroughly
- Some Food will be prepared in a kitchen environment beforehand
- Raw meat cooked over the fire must have be temperature probed
- No wild food will be used
- Ingredients will be purchased according to Stock Control procedures
- Pre chopped foods may be used in some cases, if not this preparation will be supervised carefully and knives collected back in as soon as food is prepared. Knives will be stored so they are not accessible to students
- UCET staff will have completed Food Hygiene level 2

**2. Hazards if exposed during the activity**

Trees, branches or limbs falling on to staff or members of the public resulting in death or life changing injuries

**3. PPE to be issued and worn**

Fire gloves to be used when handling hot items directly

**4. Risk Controls Applied**

Hazard	Likelihood	Injury Outcome	Business risk	Environmental impact	Overall risk and additional comments
Burns	4	4	1	1	<b>16</b> Ensure that correct protective equipment is used when removing items from the oven. Do not over fill trays making them too heavy to lift. Hot cooking items should be kept within the marked area Burns kit carried
Scalds	3	4	1	1	<b>12</b> Ensure that hot water is carried in a suitable container and not over long distances. Never leave containers filled with hot water unattended. Hot water should be poured carefully with hands kept away from cups or other containers
Group members falling into the fire	1	4	1	1	<b>12</b> Make sure that boundaries are clearly defined
Uncontrolled spread of fire	1	5	5	5	<b>125</b> Check area for dryness, exposed roots etc. before lighting fire; Always make sure fire is out before leaving the area; Check later to make sure that fire is still out.
Toxins or poisons contained in scavenged food or rubbed off onto consumed food; illness from dirty water or unclean containers.	2	5	5	1	<b>50</b> Wash any wild produce thoroughly Make sure containers are cleaned thoroughly after use and stored so they remain clean
Food poisoning or illness from poorly prepared food	2	5	5	1	<b>50</b> All leaders to have a minimum of Food Hygiene level 2 Hands washed thoroughly before handling food Follow control checks procedures regarding temperatures of food served Only use clean implements and containers Use of colour coded chopping mats to avoid cross contamination Clear working area with no walking through, covering food before, during and after cooking when not being eaten All foods to be in-date and stored in appropriate containers to prevent spoiling Simple clean up measures to prevent re-use of implements or bowls

Safe Food RAMS 1 – cooking food in the outdoors



Food allergies	2	5	5	1	<b>50</b> Ensure allergies are known before activity in the form a completed dietary sheet Carry epi-pen
Cuts from knife use when preparing food	4	3	1	1	<b>12</b> Use child safe knives
Stabbing	1	5	5	1	<b>25</b> Close supervision of individuals with knives Use knives with blunt ends if possible Collect knives in as soon as they are no longer needed and store them so they are not easily available

**Key**

Likelihood	Injury Outcome	Business Risk	Environmental Impact
1 Remote – no historical occurrences here but has happened elsewhere	1 No treatment	1 No impact	1 No impact
2 Unlikely – Occurs here but extremely rare (not in last year)	2 On site first aid administered	2 Minor impact	2 Minor Impact
3 Possible – has occurred in the last year	3 Treatment by external medical professional and same day discharge	3 Moderate short term impact	3 Moderate short term impact
4 Foreseeable – occurs occasionally (once per term)	4 Admission to hospital	4 Serious medium term impact	4 Serious medium term impact
5 Regular – occurs regularly (weekly)	5 Death or life changing injury	5 Very serious long term impact	5 very serious long term impact
<b>Multiply Likelihood x Injury Outcome x Business Risk x Environmental Impact.</b>			
<b>Any score above 25 must result in control measures being applied in the additional comments column</b>			