

RISK ASSESSMENT AND MANAGEMENT COOKING AND GAS COOKTOPS

KATH DICKSON FAMILY DAY CARE

METROPOLITAIN AND EAST COAST SERVICES | 1300 336 345

Educator Name	Date:
Address	Signature
Date reviewed:	Signature:

RISK RATING MATRIX						
	CONSEQUENCE					
	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	
ALMOST CERTAIN	Moderate	High	High	Extreme	Extreme	
LIKELY	Moderate	Moderate	High	Extreme	Extreme	
POSSIBLE	Low	Moderate	High	High	Extreme	
UNLIKELY	Low	Low	Moderate	High	High	
RARE	Low	Low	Low	Moderate	High	

HAZARD IDENTIFICATION AND RISK RATING

A hazard is defined as anything that has potential to cause harm, injury, ill health etc. in some way.
A risk is defined as the actual chance that the hazard will cause harm.
Use the risk rating matrix overleaf to assess the risk's severity by finding the intersection of consequence and likelihood.

<input type="checkbox"/> Supervision	Rating:
<input type="checkbox"/> Behaviour of children	Rating:
<input type="checkbox"/> Environment	Rating:
<input type="checkbox"/> Burns or scalds	Rating:
<input type="checkbox"/> Cuts or injuries	Rating:
<input type="checkbox"/> Food Allergies	Rating:
<input type="checkbox"/> Choking hazards	Rating:
<input type="checkbox"/> Food Contamination	Rating:
<input type="checkbox"/> Slips and Falls	Rating:
<input type="checkbox"/> Other hazards specific to activity:	Rating:

RISK CONTROL MEASURES

Identify which control measures you will apply to alleviate the relevant risks

<input type="checkbox"/> SUPERVISION
<input type="checkbox"/> Children to stay in sight of the Educator at all times
<input type="checkbox"/> Educator to be actively supervising and engaged in the activities with children
<input type="checkbox"/> Educators to be responsible for the children at all times, no other adults to be left alone with children
<input type="checkbox"/> Educators will position themselves to be able to view all children
<input type="checkbox"/> Educator is present when the cooktop is in use, and children are kept at a safe distance
<input type="checkbox"/> Educator to Educate children about the safe operation of the gas cooktop, including turning it on/off, handling pots and pans, and dealing with emergencies like gas leaks.
<input type="checkbox"/> KDFC POLICIES, PROCEDURES AND REFERENCE MATERIALS
<input type="checkbox"/> Educator to have read and understand all policies and procedures
<input type="checkbox"/> Educator complies with all policies and procedures
<input type="checkbox"/> Develop and rehearse emergency protocols in the event of a gas leak, fire, or any other hazardous situation related to the cooktop.
<input type="checkbox"/> BEHAVIOUR OF CHILDREN
<input type="checkbox"/> Children to follow directions given by the Educator
<input type="checkbox"/> Children to stay within sight of the Educator at all times

<input type="checkbox"/> Regular discussions with children about behavioural expectations
<input type="checkbox"/> Consistent behaviour guidance strategies used
<input type="checkbox"/> Educate children about the dangers of hot surfaces, flames, and gas appliances in age-appropriate ways to promote awareness and caution
<input type="checkbox"/> ENVIRONMENT
<input type="checkbox"/> Schedule routine inspections and maintenance for the gas cooktop to ensure it's in good working condition and doesn't pose any risks due to malfunctioning parts
<input type="checkbox"/> Keep a fire extinguisher, fire blanket, or appropriate firefighting equipment nearby and ensure caregivers know how to use them in case of emergencies
<input type="checkbox"/> Ensure proper ventilation in the cooking area to minimize the risk of gas build-up or exposure to fumes.
<input type="checkbox"/> Use child-friendly cookware when possible, such as handles that don't heat up quickly or spill-resistant pots, to minimize burns and accidents
<input type="checkbox"/> BURNS OR SCALDS
<input type="checkbox"/> Educate children on using oven gloves or mitts when handling hot cookware or utensils
<input type="checkbox"/> Establish a safe zone away from hot stoves or ovens for children to stay during cooking
<input type="checkbox"/> CUTS OR INJURIES
<input type="checkbox"/> Use child-friendly utensils with blunt edges when appropriate
<input type="checkbox"/> Educators to handle sharp knives or tools; store them safely out of reach of children
<input type="checkbox"/> Educate children about proper cutting techniques and supervise closely during food preparation
<input type="checkbox"/> FOOD ALLERGIES
<input type="checkbox"/> Gather comprehensive information about children's food allergies or dietary restrictions
<input type="checkbox"/> Label food items clearly to identify allergens and prevent accidental consumption
<input type="checkbox"/> Develop menus that accommodate various dietary needs and allergies within the group
<input type="checkbox"/> CHOKING HAZARDS
<input type="checkbox"/> Serve foods that are appropriate for the children's ages to minimize choking hazards
<input type="checkbox"/> Ensure children are supervised while eating to prevent choking incidents
<input type="checkbox"/> Cut foods like grapes, hot dogs, etc., into small, manageable pieces
<input type="checkbox"/> FOOD CONTAMINATION
<input type="checkbox"/> Encourage frequent handwashing before handling food
<input type="checkbox"/> Maintain a clean and sanitized cooking area and utensils
<input type="checkbox"/> Store food properly at appropriate temperatures to prevent contamination
<input type="checkbox"/> SLIPS AND FALLS
<input type="checkbox"/> Immediately clean up spills to prevent slipping accidents
<input type="checkbox"/> Restrict access to the cooking area during active cooking to prevent children from running around and potentially falling
<input type="checkbox"/> Other control measures specific to hazard:

RISK BENEFITS

Identify how the children in your care will benefit from this activity and/or exposure to this risk:

