

## Cooking Risk Assessment

Darlington Activity Centre

### Risk Rating Key

- !! Very High**
- ! High Risk**
- # Medium Risk**
- \* Low Risk**

**Ongoing activity throughout 2024 - 2025**

**Address:** At Darlington Centre, Cnr Abercrombie & Golden Grove Streets Darlington NSW 2008

**Proposed Activities:** Children participating in cooking experiences

**Proposed Area:** School canteen or outside in COLA if no cooking appliances are required.

**Number of Children participating:** 5 children to participate at one time with 1 Educator, small groups will make the activity safer and easier to manage.

**Educator to child Ratio, including whether this activity warrants a higher ratio:** 1 educator: 5 children

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
Selecting cooking activities	Allergic reaction, food intolerance or other dietary restriction	! High risk	Recipes should be selected taking into account any allergies, food intolerances or dietary restrictions listed on children’s enrolment paperwork. Look at recipes that can be adapted to meet the needs of all children i.e. using soy milk in place of cow’s milk or Nuttalex in place of butter.	Coordinator & educators	When planning cooking experiences
Preparing cooking activities	Allergic reaction	! High risk	Educators conducting any cooking activity should double check ingredients being used for the activity against the medical summary in the All About Me folder and the list with photos displayed on the fridge.  If you are unsure of allergies ask the Responsible Person on shift to double check the medical information and the recipe for you before you start the activity.	Responsible person & educators	When setting up activities
	Allergic reaction	! High risk	If a recipe being used does contain an allergen listed on a child’s risk minimisation plan and alternative ingredients have been provided for that child ensure	Coordinator, responsible	When setting up before the activity

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
	through cross contamination		the food made with the allergen free ingredients is cooked first, labelled and stored separately from the other food that is cooked during the activity to minimise the chance of cross contamination.	person & educators	
Taste or smell test activities	Possible allergens	# Medium risk	When planning a smell or taste test activity select foods or ingredients that none of the children or educators are allergic to.  Check the medical summary for a list of children's allergies and check the list with photos displayed on the fridge	Responsible person, educators	Before the activity
Cooking	Food handling	* Low risk	Children and educators are to wash their hands thoroughly before commencing any cooking or food handling activity. If children or educators touch their face, cough or sneeze they are to rewash and dry their hands before continuing. Ensure that each child has their own utensil for stirring and that children are not testing food and putting a utensil back into the uncooked food.	Educators & children	Before the activity
Educators and children cooking with appliances that involve heat i.e. electric hotplate, electric frypan, sandwich toaster, microwave, toaster, popcorn machine, cupcake maker	Burns	! High risk	Any portable cooking equipment must be set up on a stable surface, any extension leads must be taped to the floor before the activity and must not pose a trip hazard.  Safety rules are discussed with children before activity commences especially on safety of hands and arms when flipping or stirring.  Children are to be supervised whilst using the cooking equipment and are to be shown the correct way to use it. Children are not to be left alone whilst cooking.	Educators  Educators & children  Educators	Before the activity  Before the activity  During the activity

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
			<p>Children should be encouraged to use the equipment one at a time. Educators are to assist when it is too hard for the child to do alone. Educators are to show correct technique.</p> <p>Children who are not being safe will be asked to leave the activity.</p> <p>First aid kit located in emergency trolley or storeroom.</p>	<p>Educators</p> <p>Educators</p> <p>Educators</p>	<p>During the activity</p> <p>During the activity</p> <p>If needed</p>
Educators and children using appliances that involve heating water or food i.e. saucepan, kettle, toaster oven, microwave oven	Scalds, burns	! High risk	<p>Safety rules are discussed with children before activity commences especially on safety of hands and arms when cutting, flipping or stirring.</p> <p>Strict supervision by Educators during cooking time, children are not to be left alone whilst cooking.</p> <p>Use of oven / microwave / grill safe dishes only. Oven mitts to be used to remove hot items from microwave.</p> <p>Children who are not being safe will be asked to leave the activity</p> <p>First aid kit located in emergency trolley or storeroom.</p>	<p>Educators &amp; children</p> <p>Educators</p> <p>Educators &amp; children</p> <p>Educators</p> <p>Educators</p>	<p>Before the activity</p> <p>During the activity</p> <p>During the activity</p> <p>During the activity</p> <p>If needed</p>
Educators and children using knives, peelers or appliances with blades	Cuts, scrapes	# Medium risk	<p>Safety rules are discussed with children before activity commences especially on safety of hands and arms when cutting, flipping or stirring.</p>	<p>Educators &amp; children</p> <p>Educators</p>	<p>Before the activity</p> <p>Before the activity</p>

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
			<p>Any portable cooking equipment must be set up on a stable surface, any extension leads must be taped to the floor before the activity and must not pose a trip hazard.</p> <p>Children are to be supervised whilst using the cooking equipment and are to be shown the correct way to use it. Children are not to be left alone whilst cooking.</p> <p>Children should be encouraged to use the equipment one at a time. Educators are to assist when it is too hard for the child to do alone. Educators are to show correct technique.</p> <p>Children who are not being safe will be asked to leave the activity.</p> <p>First aid kit located in emergency trolley or storeroom.</p>	<p>Educators</p> <p>Educators &amp; children</p> <p>Educators</p> <p>Educators</p>	<p>During the activity</p> <p>During the activity</p> <p>During the activity</p> <p>If required</p>
Cooking activities	Fire, explosion	! High risk	<p>Safety checklist includes checking fire blanket and fire extinguisher. Educators to be aware of the location and use.</p> <p>Children are to be supervised whilst using the cooking equipment and are to be shown the correct way to use it. Children are not to be left alone whilst cooking.</p> <p>Children should be encouraged to use the equipment one at a time. Educators are to assist when it is too hard for the child to do alone. Educators are to show correct technique.</p>	<p>Educators</p> <p>Educators</p> <p>Educators</p>	<p>Regularly as part of routine checklist</p> <p>During the activity</p> <p>During the activity</p>

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
			<p>Children and educators are to practice emergency evacuations so they know what to do and how to follow educator instructions.</p> <p>Fire safety equipment may be used by educators if safe to do so.</p> <p>First aid kit located in emergency trolley or storeroom.</p>	<p>Educators &amp; children</p> <p>Educators</p> <p>Educators</p>	<p>Regularly during the year</p> <p>If needed</p> <p>If needed</p>
<p><b>Completed by:</b> Virginia Ringrose</p> <p><b>Signature:</b></p>			<p><b>Approved By:</b> Rachael Bajo</p> <p><b>Signature:</b></p>		
<p>Date: 12/11/2024</p>			<p>Date: 12/11/2024</p>		