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| Langton House Hotel | Risk Assessment | Version 1.4 | Page 1 of 6 |
| Risk Assessment | Slips, Trips & Falls | Created | 26/8/2022 |
| Workplace Sector | Kitchen | Reviewed | 26/8/2024 |
| Hazards | Wet Floors, Obstacles in walkway, Inadequate lighting, Trailing cables, People rushing. | Next Annual Review | 26/8/2025 |
| Risk Assessment carried out in consultation with Eddie Langton & Langton Staff | | | |

The main hazards associated with Slips, trips and Falls in the kitchen are serious injury, fractures, sprains, minor injuries and burns. We will consider the following risk factors and hazards and identify all persons who may be at risk.

When working in a restaurant kitchen, there is a higher chance of someone suffering a slip, trip or fall compared to any other work environment. Langtons is a busy kitchen and there are many hazards staff need to be aware of. Wet floors, obstacles in the walkways and inappropriate footwear are all potential causes of slips, trips and falls at work.

23% of injuries in hospitality are the result of a slip, trip or fall, 20% of these injuries result in an absence from work of 1 month

| What are the hazards? | Who might be harmed and how? | What are you already doing to control the risks? | What further action do you need to take to control the risks? | Who needs to carry out the action? | When is the action needed by? | Action Completed |
|---|---|---|---|------------------------------------|-------------------------------|------------------|
| Wet Floors: Spills, Equipment leaks, Liquid contamination from wet areas | Staff, Visitors Slips and Falls <ul style="list-style-type: none"> • <i>Minor injury</i> • <i>Serious injury</i> • <i>Burns</i> • <i>Scalds</i> • <i>Can result in lengthy time off work</i> | <ul style="list-style-type: none"> • Spills cleaned up immediately, floor dried • Non-Slip footwear provided and worn • Ensure adequate and maintained drainage system • Ensure slip resistance surfaces • Clean floors at times of little or no traffic • Organise cleaning to provide dry paths through areas being cleaned • Remove excess liquid after cleaning/clean the floor until dry • Regular checks on equipment | | | | |

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|-----------------------------------|---|--|---|------------------------------------|-------------------------------|------------------|
| Obstacles in Walkways | Staff, Deliveries, Visitors Slips, Trips Falls <ul style="list-style-type: none"> Minor injury Serious injury | <ul style="list-style-type: none"> Keep floors and access routes clear Do not leave clean up until the end of the shift, practice good housekeeping throughout the working day | | | | |
| Changes in Floor Levels | Staff, Visitors, Deliveries Slips and Falls <ul style="list-style-type: none"> Minor injury Serious injury Burns Scalds | <ul style="list-style-type: none"> Visually clear step edges and level changes Adequate lighting Handrails installed and used where required | | | | |
| Running or rushing in the kitchen | Staff Slips and Falls <ul style="list-style-type: none"> Minor injury Serious injury Burns Scalds | <ul style="list-style-type: none"> Never run in the kitchen Organise the work to remove or reduce the need for people to rush or to turn sharply | | | | |

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|----------------------------|---|--|---|------------------------------------|-------------------------------|------------------|
| Inadequate Lighting | Staff, Visitors, Deliveries Slips and Falls <ul style="list-style-type: none"> • <i>Minor injury</i> • <i>Serious injury</i> • <i>Burns</i> • <i>Scalds</i> | <ul style="list-style-type: none"> • Adequate lighting provided and appropriate • Identify areas where extra lighting is required: • such as steps and level changes | | | | |
| Trailing Cables & Hoses | Staff, Visitors, Deliveries Slips and Falls <ul style="list-style-type: none"> • <i>Minor injury</i> • <i>Serious injury</i> • <i>Burns</i> • <i>Scalds</i> | <ul style="list-style-type: none"> • Avoid using trailing cables and hoses • Identify poorly sited supply points • Site new supply points where possible to avoid trailing cables and hoses • Use retractable reels for hoses where possible | | | | |
| Poorly maintained Flooring | Staff, Visitors, Deliveries Slips and Falls <ul style="list-style-type: none"> • <i>Minor injury</i> • <i>Serious injury</i> • <i>Burns</i> • <i>Scalds</i> | <ul style="list-style-type: none"> • Identify and repair poorly maintained or damaged floors • Take steps to prevent further damage • Reporting by staff of floor damage/wear and tear | | | | |

Further Control Measures

Information, Instruction & Training

- Provide information on the serious nature of slips, trips, falls
- Train staff to identify high risk areas and inform supervisor
- Train staff to ensure good housekeeping in the kitchen
- Train staff on the significance of spillages
- Ensure a 'clean as you go', policy is implemented and maintained
- Train staff on the importance of reporting equipment defects
- Train staff on the importance of thorough cleaning and drying of floors,
- Train staff to inform supervisors of any hazards/defects, slip, trip or fall accidents and/or near misses as soon as they happen.

Footwear

Footwear can be important in preventing slips in the workplace and selecting the right shoe sole can have a big effect on reducing slip injuries. As a minimum, there should be a 'sensible shoe' policy in force. If, after all other reasonable steps have been taken to reduce the risks, a significant slip risk remains non-slip shoes may need to be provided.

Choosing Non-Slip Safety Footwear

- Good tread pattern and a flexible sole are important
- Choose a shoe with a well-defined tread pattern, the more edges, the firmer the grip.
- Consult with staff when choosing safety footwear
- Footwear is flat
- Comfortable and fits well, so staff will wear
- Provides good grip and good slip resistance

Langton Kitchen Staff should avoid wearing:

- Open toed shoes
- Heels
- Smooth Soles
- High heels

Safeguards: Slips, Trips and Falls

Key Messages

- People working in kitchens and food service are more likely to be injured through slips and trips than by anything else.
- The pace of work in this environment can sometimes be intense. This is when accidents are most likely to occur.
- Simple measures reduce kitchen slip and trip accidents and injuries dramatically.

Key Points

- Most slip injuries happen on wet floors or floors contaminated with food debris or fluids such as oil.
- Most trips are due to poor housekeeping.
- Planning ahead will help you deal with any such
- problems during busy periods, when the pace of work increases.

Good Housekeeping

- Don't allow any articles to cause obstructions.
- Avoid putting pans, packages or wrappings on the floor where someone can trip over them.
- Instruct and train staff in good housekeeping practices.
- Periodically inspect the workplace to ensure traffic routes are unobstructed.
- Deal with spills straight away
- Use absorbent material to soak up spills
- In high risk areas and place absorbent materials close by
- Try to keep messy operations away from access routes
- Whenever possible cordon off area during cleaning
- Don't allow cooking to boil over and spill on the floor
- Avoid contaminating the floor with dry materials (like plastic bags or flour dust), as they can create a very slippery surface.
- Keep fire routes and exits clear at all times

Action List

| Hazard | Control Required | Assigned to (name): | Action By (date): | Completed | Date Completed |
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