

RISK ASSESSMENT: Food Safety

Service Name: St Dunstan's Kindergarten

Date Completed: January 2026

Assessment Review Date: January 2029

Completed by: Nikki Samuel – Nominated Supervisor

1. Setting Overview

- Environment: Kindergarten / early years setting
- Age Group: 3–5 years
- Food Activities: Meal preparation on-site, snack preparation, food brought from home, celebrations/events
- Vulnerable Group: Young children are at higher risk of foodborne illness, choking, and allergic reactions

2. Risk Assessment Table

Hazard	Who is at Risk	Potential Harm	Risk Level	Control Measures	Further Action	Responsible Person
Poor hand hygiene	Children, staff	Food contamination, illness	Medium	<ul style="list-style-type: none"> • Mandatory handwashing before food handling and eating 		
<ul style="list-style-type: none"> • Staff supervise children's handwashing 	Regular hand hygiene reminders and training	All staff				
<ul style="list-style-type: none"> • Liquid soap and paper towels provided 						
Cross-contamination (raw/cooked food)	Children, staff	Food poisoning	Medium	<ul style="list-style-type: none"> • Separate chopping boards and utensils 		
<ul style="list-style-type: none"> • Clear food prep areas 						
<ul style="list-style-type: none"> • Staff-only access to kitchen 	Review procedures annually	Kitchen lead				
Inadequate cooking/reheating	Children	Food poisoning	Medium	<ul style="list-style-type: none"> • Cook food thoroughly 		

Hazard	Who is at Risk	Potential Harm	Risk Level	Control Measures	Further Action	Responsible Person
<ul style="list-style-type: none"> • Reheat food once only • Follow safe temperature guidance 	Temperature checks logged	Kitchen staff				
Incorrect food storage	Children, staff	Bacterial growth	Medium	<ul style="list-style-type: none"> • Refrigerators at $\leq 5^{\circ}\text{C}$ 		
<ul style="list-style-type: none"> • Food labelled and dated • First-in-first-out system 	Daily fridge temperature records	Kitchen staff				
Allergens (e.g. nuts, dairy, eggs)	Children with allergies	Severe allergic reaction, anaphylaxis	High	<ul style="list-style-type: none"> • Allergy records for each child 		
<ul style="list-style-type: none"> • Clear allergen-free policies • No nut policy if applicable • Staff trained in allergy awareness 	Review allergy plans with parents	Manager / SENCO				
Choking hazards	Children	Choking, injury	High	<ul style="list-style-type: none"> • Age-appropriate food sizes 		
<ul style="list-style-type: none"> • Grapes, cherry tomatoes cut lengthways • No hard sweets, popcorn, nuts • Children seated while eating 	Ongoing supervision	All staff				
Unsafe food brought from home	Children	Food poisoning, allergen exposure	Medium	<ul style="list-style-type: none"> • Clear guidance to parents 		
<ul style="list-style-type: none"> • Lunchbox checks if required • Cold packs encouraged 	Update parent handbook	Manager				

Hazard	Who is at Risk	Potential Harm	Risk Level	Control Measures	Further Action	Responsible Person
Poor cleaning of surfaces/equipment • Food-safe disinfectants used	Children, staff	Food contamination	Medium	• Daily cleaning schedules		
• Separate cloths for kitchen areas	Monitor cleaning logs	Cleaner / staff				
Pests (insects/rodents) • Regular pest inspections	Children, staff	Contamination	Low– Medium	• Food stored in sealed containers		
• Waste disposed daily	Annual pest control review	Manager				
Staff illness (e.g. vomiting/diarrhoea) • Clear sickness policy	Children, staff	Spread of infection	High	• Staff excluded for 48 hours after symptoms		
	Reinforce sickness policy	Manager				

3. Additional Control Measures

- First aid trained staff available at all meal/snack times
- Clear supervision ratios maintained during eating
- Drinking water available at all times
- Cultural and dietary needs respected

4. Monitoring and Review

- Risk assessment reviewed annually or after incidents
- Updated when menus, children's needs, or legislation change
- Parents informed of food safety and allergy policies

5. Relevant Policies and Guidance

- Food Safety Policy
- Allergy and Medical Needs Policy
- Infection Control Policy
- Choking Prevention Guidance