

## RISK ASSESSMENT

Risk Assessment for:	Use of Fridge or Freezer in the Classrooms and in School	Prepared by:	H&S Co-ordinators – S.L & V.D
		Assessed by SLT:	
Location:	ROSEWOOD FREE SCHOOL, SO16 5NA	Date of Assessment	April 2026
		Review Date:	April 2028

Hazard	Who might be harmed?	Hazards Identified which may cause harm – consequence	Existing Level of Risk	Control Measure and Precautions Taken	Additional Control Measures or Further Action Required	Remaining level of Risk
Fridge temperature	Employees, Learners, third parties	Fridge temperature above 5°C causing food borne bacteria to grow on the food leading to food poisoning, stomach issues, vomiting etc. if consumed	High - 15	<p>Fridge temperature is checked daily by nominated team member and recorded on class temperature log sheets.</p> <p>Suitable temperature range: between 0°C and 5°C.</p> <p>Fridge temperature above range = <b>food discarded immediately.</b></p> <p>Fridge not to be over stocked allowing for good air circulation to help maintain correct temperature.</p> <p>Hot food should not be placed in fridge as this will raise the internal temperature, allow to cool then place in fridge.</p> <p>Staff must ensure fridge door is correctly closed each time.</p>	<p>Hygiene policy, food hygiene and safety training and hand washing procedure followed each time.</p> <p>Daily checks are monitored by H&amp;S coordinators.</p>	Low - 5
Fridge temperature	Employees, Learners, third parties	Fridge temperature below 0°C causing the foods to freeze, become fridge burnt and alter taste and texture.	Low - 4	<p>Fridge temperature is checked daily by nominated team member and recorded on class temperature log sheets.</p> <p>Fridge temperature below range = <b>food discarded immediately.</b></p> <p>Ensure that food does not block or touch any</p>	Daily checks are monitored by H&S coordinators.	Low - 2

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				<p>ait vents. Check that when closed the door forms a good seal. Fridge at too low a temperature could indicate a mechanical problem so report to maintenance and do not use.</p>		
Raw food storage	As above	Food stored incorrectly in fridge can cause cross contamination between food leading to food poisoning, stomach issues, vomiting etc. if consumed.	Med - 10	<p>Raw food must be kept on bottom shelf away from cooked items as per training. Raw food must be kept covered and in a container with lid to prevent leaking/dripping. Storing raw food is discouraged in class fridges.</p>	Hygiene policy, food hygiene and safety training and hand washing procedure followed each time.	Low - 5
Food storage	As above	Food may become contaminated and/or go past its use by date leading to food poisoning, stomach issues, vomiting if consumed.	Med - 10	<p>Depending on the food in question it'll either be stored in its original packaging or transferred to a suitable clean and dry container. Liquid must be stored in bottles with an airtight sealed lid, or the original container must be re-sealed. Staff must check food for obvious signs of spoilage before storing and discard if necessary. Utensils must never be left in food or containers. Opened aluminium tins are not to be stored in fridge. <u>Food from the school kitchen or from home should also be labelled and be stored in clean dry container with lid/covering and placed in fridge immediately on arrival.</u></p>	<p>Refer also to Packed lunch Risk Assessment</p> <p>No learners medication should be stored in class fridges. They have a separate fridge or are stored with nursing team.</p>	Low - 5

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Hot food	As above	Storage of hot food in the fridge will cause the internal fridge temperature to raise and can lead to condensation which may drip on to items in the fridge, cause cross contamination and in turn lead to food poisoning, stomach issues, vomiting if consumed.	Med - 10	Hot food not to be placed in fridge. In class hot food should be consumed then the excess discarded. Allow the food to lower its temperature as per food hygiene training then store the food item correctly in fridge		Low - 5
Unlabelled storage of food in fridge	As above	Food may be past its use by date or past the days it can be safely consumed leading to food poisoning, stomach issues, vomiting etc if consumed. Use of unlabelled food being consumed by the wrong person causing possible cross contamination.	Med - 10	All learner's food in the fridge needs to be labelled with the learner's initials or name. Once opened, any food must be clearly labelled with the date and time it was opened. If there is no clear label, then the food must be discarded. Staff must check the date and time is ok for use, check food visually each time for obvious signs of spoilage, contamination, mould, change in smell, discoloured, change of texture before using and discard if necessary.	Hygiene policy, food hygiene and safety training and hand washing procedure followed each time.	Low - 5
Out of date food		Food past its use by date or past the days it can be safely consumed once opened leading to food poisoning, stomach issues, vomiting if consumed.	Med - 10	If product is in its original packaging staff to check use by date before offering to learners This includes the number of days it must be used by after opening - if out of date, food must be discarded. Once opened, any food must be clearly labelled with the 'date and time it was opened' and "date to be consumed by". If there is no clear labelling, then the food must be immediately discarded. Refer to the product information to inform	Refer also to Packed lunch Risk Assessment	Low - 5

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				<p>you of date of consumption and how long the product can be left once opened, discard accordingly.</p> <p>Staff must check food visually each time for obvious signs of spoilage, contamination, mould, change in smell, discoloured, change of texture before using and discard product.</p>		
Past 'best before' labelled food	As above	Food past its 'best before' date consumed leading to food poisoning, stomach issues, vomiting.	Med - 10	<p>Staff to use their judgement and common sense whether the product is safe for consumption.</p> <p>If in any doubt discuss with the class team or do not consume and dispose of.</p>		Low - 5
Dirty fridge	As above	Spills and food matter harbouring food borne bacteria become present and contaminate other foods or packaging leading to food poisoning, stomach issues, vomiting if consumed.	Med - 10	<p>Any spills of liquid, food or visible dirt must be cleaned up immediately. Ensure spillage hasn't spoilt any other product in the fridge. Food and liquids will be disposed of when out of date.</p> <p>Fridges are cleared and products discarded when necessary.</p> <p>Fridges are to be emptied and cleaned at the end of each half term.</p>	Cleaning is to include doors and handles.	Low-5
Fridge tipping or being pulled over	As above	Fridge falls on staff member, learner or third-party causing impact or crush injury	Med - 10	<p>Classroom fridges are stored under counter tops.</p> <p>Learners are fully supervised within class at all times.</p> <p>Fridge will be moved by maintenance team if necessary.</p>		Low -5
Fridge malfunction	As above	Fridge may catch fire or leak chemicals causing fire related risk, poisoning or chemical burns	Med - 10	<p>Fridges are PAT tested annually.</p> <p>Once in place, fridges are not to be moved. If a fridge needs to be moved, then the maintenance team must do this.</p> <p>Maintenance team aware that during</p>	Maintenance team to discard a fridge in accordance with manufacturers	Low - 5

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				installation, leads must not be trapped under fridge or other objects, and that good air flow is maintained around fridge. Staff must report any visible change in smell, sound, temperature, excess water/leaks and discontinue use of fridge.	guidance	
Freezer compartment temperature	As above	Freezer temperature higher than -18°C causing food to be spoiled leading to growth of food borne bacteria and then leading to food poisoning, stomach issues, vomiting if consumed	Low - 4	No learner's meals to be frozen. Food for consumption by learners is not stored in class freezer compartments, exception below. Staff to use their discretion as to the use of the freezer for their own personal product. Any food in freezer will be stored in its original wrapping, an airtight container, or a sealed freezer bag/wrap. Once defrosted any food product should not be re-frozen.	If ice cubes for sensory play are in freezer use for play, discard and immediately wipe any spills in compartment or on floor. Report fault to maintenance team immediately. Re-check fridge temperature	Low - 2
Freezer compartment temperature		Freezer temperature too low causing freezer burn to food altering quality and taste	Low - 2	Food for consumption by learners is not encouraged to be stored in class freezer compartments. An exception to this may be sealed ice creams/lollies. If the ice creams/lollies are out of date, look freezer burnt, defrosted or not sealed they are to be discarded. Staff to use their discretion as to the use of the freezer for their own personal product.		Low - 1

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Dirty freezer compartment		Spills and food matter harbouring food borne bacteria become present and contaminate other foods or packaging leading to food poisoning, stomach issues, vomiting if consumed.	Med - 10	Food for consumption by learners is not encouraged to be stored in class freezer compartments. Staff to use their discretion as to the use of the freezer for their own personal product. If any food is present, ensure checked for signs of contamination and discard if needed. Clean freezer compartment as necessary.		Low - 5
Defrosting the freezer compartment		Melting ice causing a slip, trip or fall.	Med - 15	Any signs of the freezer becoming compacted of ice then the freezer should be switched off and defrosted in a safe and appropriate manor. Any food items need to be removed. Wet floor sign placed appropriately. Spills cleaned up immediately.		Low - 5

**High** likelihood of risk – Likely to occur immediately or in the near future  
**Medium** likelihood of risk – will occur in time if no preventative action is taken  
**Low** likelihood of risk – Remote or unlikely to occur

Date Reviewed	Comments
May 2022	Initial assessment
April 2023	Annual update
April 2024	Annual update
October 2024	Added 'best before' hazard.
April 2025	Annual update
April 2026	Annual update