

RISK ASSESSMENT

Risk Assessment for:	Use of Kitchen Fridges and Freezers – all control measures are predominantly completed by kitchen team	Prepared by:	H&S Co-ordinators – S.L & V.D
		Assessed by SLT:	
Location:	ROSEWOOD FREE SCHOOL	Date of Assessment	July 2025
		Review Date:	July 2027

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	Kitchen team to complete fridge temperature check, twice per day and record electronically. Suitable temperature range: between 0°C and 5°C. Fridge temperature above range = food discarded immediately. Kitchen team to ensure fridge not to be over stocked allowing for good air circulation to help maintain correct temperature. Hot food should not be placed in fridge as this will raise the internal temperature. All staff must ensure fridge doors are correctly closed each time.	Hygiene policy, food hygiene and safety training and hand washing procedure followed each time. Issues risen monitored by H&S coordinators.	Low - 5
Fridge temperature		Fridge temperature below 0°C causing the foods to freeze, become fridge burnt and alter taste and texture.	Low - 4	Kitchen team to complete fridge temperature check twice per day and record electronically. Food that has been stored at too low a temperature should be immediately discarded. Kitchen staff to ensure that food does not	Issues risen monitored by H&S coordinators.	Low - 2

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				<p>block or touch any air vents. All staff to check that when closing the door it 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 in fridge	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>Kitchen staff to ensure 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.</p>	Hygiene policy, food hygiene and safety training and hand washing procedure followed each time.	Low - 5
Food storage in fridge	As above	Food may become contaminated and/or go past its use by date leading to food poisoning, stomach issues, vomiting etc. if consumed	Med - 10	<p>Kitchen staff to ensure: Food must be stored in suitable clean and dry container. Liquid must be stored in bottles with an airtight sealed lid or the original container must be re-sealed. 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. Kitchen operates a first in first out system and rotate stock in line with this.</p>	<p>Refer also to Packed lunch Risk Assessment</p> <p>No medication should be stored in kitchen fridges. They have a separate fridge or are stored with nursing team.</p>	Low - 5
Hot food	As above	Storage of hot food in the fridge or freezer will cause the internal fridge temperature to raise and can lead to condensation which may drip on to items in the fridge, cause cross	Med - 10	<p>Hot food not to be placed in fridge or freezer. In class hot food is usually consumed then the excess discarded. Allow the food to lower its temperature as</p>	Recheck fridge temperature if anything warm food has been	Low - 5

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		contamination and in turn lead to food poisoning, stomach issues, vomiting etc. if consumed.		per food hygiene training then store the food item correctly in fridge/freezer	incorrectly placed in the fridge	
Unlabelled when opened of food in fridge or freezer	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.	Med - 10	Once opened kitchen staff to ensure any food must be clearly labelled with the date it was opened. If there is no clear label, then the food must be discarded. 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 if necessary.	Hygiene policy, food hygiene and safety training and hand washing procedure followed each time.	Low - 5
Out of date food	As above	Food past its use by date or past the days it can be safely consumed once opened leading to food poisoning, stomach issues, vomiting etc 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 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 you of date of consumption and how long the product can be left once opened, discard accordingly. Staff must check food packaging for these dates and food visually each time for obvious signs of spoilage, contamination, mould, change in smell, discoloured, change of	Refer also to Packed lunch Risk Assessment	Low - 5

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				texture before using and discard product.		
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
Dirty fridge and/or freezer	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 etc. if consumed.	Med-10	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. Fridges/freezers are cleared and products discarded when necessary. Fridges are to be emptied and cleaned at the end of each half term and freezers checked.	Cleaning is to include doors and handles.	Low - 5
Fridge or freezer tipping or being pulled over	Employees or third parties	Fridge or freezer falls on staff member, learner or third-party causing impact or crush injury	Med - 10	Fridges & freezers are secure in situ on a flat surface. Fridge will be moved by maintenance team if necessary.		Low - 5
Fridge or freezer malfunction	Employees, Learners, third parties	Fridge or freezer may catch fire or leak chemicals causing fire related risk, poisoning or chemical burns.	Med - 10	Fridges and freezers are PAT tested annually. Once in place, fridges/freezer are not to be moved. Fridge/freezer will be moved by maintenance team if necessary. Maintenance team aware that during installation, leads must not be trapped under fridge or other objects, and that good air flow is maintained around fridge and freezer. Staff must report any visible change in smell, sound, temperature, excess water/leaks and discontinue use of fridge/freezer.	Maintenance team to discard a fridge or freezer in accordance to manufacturers guidance	Low - 5
Freezer 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	Low - 4	Freezer temperature is checked twice per day and recorded electronically. Freezer temperature above range = food	Report fault to maintenance team	Low - 2

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		food poisoning, stomach issues, vomiting etc if consumed		discarded immediately. Once defrosted any food product should not be re-frozen. Staff trained on food safety and hygiene with refresher training yearly. Follow at all times.	immediately. Re-check freezer temperature	
Freezer temperature	As above	Freezer temperature too low causing freezer burn to food altering quality and taste	Low - 2	Freezer temperature is checked twice per day and recorded electronically. If too low food must be inspected before use for signs of freezer burn and discarded if needed Follow all food hygiene training		Low - 1
Food storage in freezer	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 etc. if consumed.	Med - 10	Food must be checked for signs of contamination and discarded if needed. Kitchen staff to ensure freezer is cleaned in line with recommended schedule including the wiping down of doors and handles. Staff trained on food safety and hygiene with refresher training yearly. Follow at all times. Kitchen operates a first in first out system and rotate stock in line with this.		Low - 5
Defrosting the freezer	As above	Melting ice causing a slip, trip or fall or other MSD.	Med - 10	Any signs of the freezer becoming full of ice then the freezer should be switched off and defrosted in a safe manor. Regularly maintain and clean freezers to prevent ice build-up. Any food items need to be removed. Wet floor sign placed appropriately, and any spills wiped up immediately. Staff trained on food safety and hygiene with refresher training yearly. Follow at all times	Freezer seals should be regularly checked for damage	Low - 5
School non compliant with industry	As above	Fridges and freezers incorrectly used, food incorrectly stored leading to any or all of the consequences detailed on this assessment	Med-10	School kitchen is inspected externally by the Food Standards Agency and receives a rating which will be acted on by school SLT if	Fridge and freezer checks and relevant	Low-5

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standards				required.	electronic recording monitored by H&S coordinators.	
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		
June 2022				Initial assessment		
July 2023				Annual Update		
July 2025				Annual Update		