

Checklist for Preventing Slips and Trips in Catering Premises

For completion by the business

SLIPS : Kitchen Checks

- please circle*
1. Is there any fat or food dropped on the floor? Y or N
 2. Is there a build-up of fat on the floor around deep fat fryers? Y or N
 3. Are there any puddles/leaks from catering equipment? Y or N
 4. Do any of the sinks or basins leak? Y or N
Four 'NO' scores is excellent, otherwise room for improvement
 5. Are staff wearing sensible shoes with a non-slip sole? Y or N
 6. Are the correct cleaning chemicals used for the flooring including anti-slip agents? Y or N
 7. Do staff prevent water accumulating on the floor when defrosting freezers and refrigerators? Y or N
 8. Is the flooring a non-slip material? Y or N
Four 'YES' scores is excellent, otherwise room for improvement

Good Anti-Slip Measures		Routinely done?	Are staff aware?
1	Clean as you go	Y or N	Y or N
2	Clean up spillages and clear away packaging asap	Y or N	Y or N
3	Use an A board sign to warn others of a spillage problem	Y or N	Y or N
4	Avoid routine mopping/cleaning at times when the kitchen is very busy	Y or N	Y or N
5	Have staff received health and safety information on slips and trips	Y or N	Y or N
6	Would staff always respond to a spillage or food debris on the floor by cleaning and drying the floor properly?	Y or N	Y or N

Twelve 'YES' scores is excellent, otherwise room for improvement

*Encourage staff **never ever** to leave a spillage or food debris on the floor but to take measures to prevent anyone slipping. An accident can take seconds to happen and people do not bounce!*

TRIPS : Kitchen Checks

1. Is the flooring in good condition (no holes and seams all flat)? Y or N
2. Are all changes in floor levels, as well as all steps, well lit? Y or N
3. Are all electrical cables organised, and where necessary, covered with a cable tidy? Y or N
4. Is all refuse and packaging cleared away regularly? Y or N
5. Does the business avoid the use of flattened cardboard boxes as temporary matting in the kitchen? Y or N

TRIPS : Entrance, Dining Rooms, Staircases, etc. - Checks

1. Is the main entrance threshold safe (i.e. not too high and with angled edges)? Y or N
2. Are all passageways clear and kept clear (especially fire exits)? Y or N
3. Are there NO items placed on staircases or steps? Y or N
4. Are all changes in floor levels and steps well lit? (Are signs needed?) Y or N
5. Are mats avoided or, where used, have a flat edge? Y or N

Ten 'YES' scores is excellent, otherwise room for improvement

Good Anti-Slip Measures	Routinely done?	Are staff aware?
Walk around the whole of your business and look for slip and trip problems (rectify problems immediately)	Y or N	Y or N

MORE INFORMATION

HSE Leaflet: Preventing Slips and Trips at Work ref: INDG225[rev1]

HSE website: www.hse.gov.uk - for comprehensive health and safety information. Also see <http://www.hseneews.com/2006/11/08/slips-and-trips-case-studies/>

HSE helpline: Infoline 08453 450055 or email hse.infoline@natbrit.com

HSE Information Sheet No.7: An Index of health and safety guidance in the catering industry

The intention with this form is to raise awareness and make business operators think about how to reduce accidents. The number of slip and trip accidents across the whole country is serious cause for concern.

CONTACT DETAILS

If you would like to learn more about any health or safety matter, please contact:

Health & Safety Team, Environmental Health Services, Reigate & Banstead Borough Council,
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