

Sample Risk Assessment for our Popcorn Machine

This is a **SAMPLE** risk assessment: we recommend that you use it to give you ideas when carrying out your own risk assessment, which will include any other risks that are specific to your event, the location where you are holding it, your users, or any other hazards relating to the equipment which you judge may cause harm to people at your event.

What are the hazards?	Who might be harmed and how?	Likelihood 1 = not likely 2 = likely 3 = very likely	Level of harm 1 = minor injury 2 = moderate injury 3 = serious injury	Action that will be taken to prevent this hazard	Responsible person who will make sure that action is taken
Popcorn machine is quite heavy and awkward to lift and manoeuvre	Those who are transporting the popcorn machine could injure their backs, drop it on their feet, or overbalance and become crushed under it	2	2	At least two people will collect, lift or move the Popcorn Machine. Advice will be given on correct lifting procedures to prevent injury (using guidance from www.hse.gov.uk or other sources). Shoes (not sandals) should be worn at all times when moving the popcorn machine.	
Long electric power cable	Members of the public, stall holders and those who are setting up other stalls at the event could trip on the cable	2	1	Secure the power cable to the ground as soon as it is laid down, and do not remove the tape until cable is due to be wound up. Arrange the cable so that it will be stepped over as little as possible (e.g around the edge of a room rather	

What are the hazards?	Who might be harmed and how?	Likelihood 1 = not likely 2 = likely 3 = very likely	Level of harm 1 = minor injury 2 = moderate injury 3 = serious injury	than through the middle) Action that will be taken to prevent this hazard	Responsible person who will make sure that action is taken
Damage to the electric power cable	Anybody who touches the damaged cable could be electrocuted	1	3	Unwind the cable completely before use to prevent it overheating. Unroll the electric cable, and check the full length of the cable, plus any plugs or sockets Use the power breaker supplied, and test it before use.	
Kettle becoming very hot	Anyone reaching into the machine could burn themselves	2	1	Do not allow children to operate or play with the popcorn machine. Instruct anyone using the machine NOT to reach into it whilst the corn is popping, and to take care not to touch the kettle when reaching into it after the corn has popped. Take particular care when lowering and lifting lid, and tipping popcorn out of kettle. Allow the kettle to cool down before cleaning it.	
Failure to close lid in time	Popped corn, unpopped corn and hot oil fly out of the machine hitting the person operating it and anyone else standing nearby.	2	1	Close lid immediately on putting corn in kettle.	
Machine toppling over / being knocked over	Hot oil could spill out and burn anyone close to the machine, and the machine	1	2	Do not allow children to run around near the machine. Keep the machine on a firm stable surface.	

	could crush someone if it fell on top of them.				
Machine overheating and catching fire	Oil could catch alight and create a fire. Anyone in the building/area could be burnt or suffer smoke inhalation. Could cause the building to collapse.	1	3	Do not leave the popcorn machine unattended when the kettle is on. Switch off if it starts producing excess smoke or smells of burning.	

