



MARCH see care share update



FEBRUARY INCIDENTS

Safety Incidents Reported

Near Miss & Hazard Observations:	416
Incidents:	227
Lost Time Incidents:	6
RIDDOR Incidents:	4

Top 3 Incident Types

Burns and Scalds	60
Slips, Trips & Falls	58
Cuts	40

Food Incidents Reported

Alleged Food Poisoning:	15
Foreign Bodies (in Unit):	8
Foreign Bodies (Supplier):	11
Substantiated Allergies:	3
Enforcement Visits:	147

HSE UPDATES & REMINDERS

- There are updated ISO Certificates available on the [HSE Website](#), these should be downloaded and displayed on your notice boards.
- You can now download the new Workplace Safety Management System Cleaning Risk Assessment and Safety Task Cards from the [HSE Website](#).
- Visit the [Allergen Awareness Page](#) on the HSE Website for the Allergen Risk Assessment to complete for your unit.

EFFICIENT INCIDENT INVESTIGATION & REPORTING



We have robust systems and procedures for reporting all safety related incidents, this includes an online reporting system (AIR3) supported by hard copy documents such as our Incident Investigation Pack or Food Safety Incident Reporting forms. When incidents result in an injury to our staff, customers, clients or contractors it is vital that these are reported, by logging them on AIR3, and that they are thoroughly investigated with all supporting evidence collated and uploaded to the AIR3 log.

Every injury, no matter how small, should be reported with an Incident Investigation Pack that contains details of the injury, circumstances surrounding the incident, statements from the injured person, their manager and any witnesses and, where available, photos and CCTV footage. The information within the pack should be supported with a minimum of the following; Relevant risk assessments; Training records for any team members involved and Equipment Maintenance records where equipment is involved.

After logging the incident on AIR3 these documents should be uploaded to the AIR3 system via the grant access link or they can be emailed to hse@compass-group.co.uk. This should be done as soon as possible following the incident however, you do have 14 days after logging the incident on AIR3. For any major incident or incidents resulting lost time the incident should be escalated to your Manager and Sector HSE Manager immediately.

SAFETY FOCUS – ALLERGEN MANAGEMENT



Allergens continue to be a significant risk to our customers and business, therefore, it is vital that we continue to focus on allergens and our management controls of these. Each part of the business faces its own challenges with allergens and therefore our controls and processes may be slightly different, but there are some standard practices we should all be aware of and have in place. These are outlined in our [Food Safety Management System](#) and specifically Good Hygiene Practice Guides 13 Allergens and 21 Natasha's Law. Under these documents everyone involved in food preparation and service has a role to play to ensure that customers with allergies are provided the correct allergen information and the foods that they have ordered.

Foods with known allergens should be stored safely and, where possible, separate from other foods to avoid cross contamination; this is particularly appropriate with allergens such as tree nuts or peanuts. In-unit produced food should be labelled with our company food storage label which should be marked to identify all allergens in the dish.

Dishes must be prepared following the recipe specification and using the specified ingredients to ensure that the allergen logs or, for pre-packaged foods, the labels are correct. When serving food, we should have the appropriate allergen information available for customers, to enable them to make an informed decision on what they can or can't eat.

To assist you in identifying allergen risks within your unit you can complete the Allergen Risk Assessment which is available on the HSE website. Use the two Food Safety Conversations, 13 Allergens and 21 Natasha's Law, to train and refresh staff.



TAKE HOME SAFETY – ELECTRICAL SAFETY AT HOME



In the workplace we have specific controls in place to ensure that all electrical equipment we use is safe to use, such as regular Portable Appliance Testing (PAT) for equipment and fixed wiring testing for the overall electrical safety of the buildings, but do you think about electrical safety in your home? Here are 5 simple electrical precautions or checks to take at home to keep you and your families safe.

- Carry out visual checks on the electrical sockets around your home, making sure that your plug sockets are not overloaded.
- Check that you are not storing combustible materials around your fuse box, electricity meter or electrical intake.
- Take care with DIY. Nearly half of all severe electric shocks in the home are associated with DIY.
- Remember that water and electricity are a deadly mix. The bathroom can be one of the most dangerous rooms in the house when it comes to electrical safety.
- Don't use electrical gardening equipment outdoors until it is dry.

If there is an electrical fire in the home, pull the plug out, or switch off the power at the fuse box – if it's safe to do so. Sometimes this can stop the fire immediately. Never use water on an electrical fire, and don't take any risks with your safety – get out, stay out and call 999.

For more electrical safety advice at home visit [Electrical Safety First](#)

