



KITCHEN PARTY

HEALTH & SAFETY POLICY

STATEMENT OF INTENT

This is the Health & Safety Policy of Kitchen Party.

Kitchen Party is committed to providing a safe and healthy working environment for all employees, subcontractors and anyone affected by our activities.

Our aim is to prevent accidents, injuries and cases of work-related ill health by proactively managing health and safety risks across all kitchen, event and workplace environments.

We are committed to:

- Preventing accidents and work-related ill health for our chefs, front-of-house teams and contractors
- Identifying, assessing and controlling health and safety risks in all work environments
- Providing clear instructions, information and appropriate training to ensure all staff are competent to carry out their roles safely
- Supplying and maintaining suitable personal protective equipment (PPE), including aprons, gloves, goggles and any other equipment required for specific tasks
- Consulting with employees on matters affecting their health and safety
- Providing and maintaining safe plant, machinery and equipment, including kitchen electrical and gas equipment
- Ensuring the safe handling, storage and use of substances, including cleaning products, in line with COSHH regulations
- Implementing effective emergency procedures, including fire evacuation and response to other significant incidents
- Reviewing this policy regularly to ensure it remains current, effective and compliant



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ARRANGEMENTS AND PROCEDURES

Risk Assessments

- Venue-specific risk assessments are completed for every event undertaken
- RAMS (Risk Assessments and Method Statements) are reviewed and updated whenever venue conditions, layouts or event requirements change

Training and Competence

- All staff and subcontractors receive a health and safety induction before commencing work
- Ongoing and task-specific training is provided as required
- Appropriate personal protective equipment and uniform are supplied
- Suitable arrangements are made to ensure the health and safety of employees working remotely or at external event locations

Consultation

- Kitchen Party actively consults with employees on health and safety matters as they arise
- Formal consultation takes place during scheduled health and safety reviews

Emergency Procedures and Evacuation

- All escape routes are clearly signed and kept clear at all times
- Evacuation plans are communicated to staff and reviewed regularly
- Evacuation procedures are tested periodically and updated where necessary

Health, Safety, and Hygiene

- All chefs and full-time staff hold Level 2 or Level 3 Food Safety and Hygiene certification
- HACCP documentation is maintained and kept up to date
- Local authority inspections are carried out approximately every 18 months, with Kitchen Party consistently maintaining a current 5-star hygiene rating
- Fridge and freezer temperatures are monitored and recorded daily
- Pest management checks are carried out monthly, with records maintained in a logbook
- COSHH training is provided to all staff



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RESPONSIBILITIES

Overall and Final Responsibility for Health & Safety

The overall and final responsibility for health and safety within Kitchen Party rests with: **Clementine Forester, Director**

Day-to-Day Responsibility

Day-to-day responsibility for ensuring this policy is implemented and followed is held by: **Silas Dexter, Head Chef / Kitchen Manager**

Employee Responsibilities

All employees and subcontractors are expected to:

- Cooperate with management on all health and safety matters
- Take reasonable care of their own health and safety and that of others who may be affected by their actions
- Follow all health and safety instructions, procedures and training provided
- Promptly report any health and safety concerns, hazards, or incidents to management

REVIEW

This policy is reviewed regularly and updated as required to ensure continued compliance with legal requirements and best practice.

Last updated: January 2026





KITCHEN PARTY

hello@kitchen-party.co.uk

www.kitchen-party.co.uk

@kitchenpartyevents

0207 871 3065

Unit 21-22, Parkside Business Estate,
London. SE8 5JB

