

Cupcake Challenge - Risk Assessment

Slips, Trips and Falls

Hazards: Slips/trips during the "challenge" phase (teams moving around, excitement/competition),

Who's at risk: Participants and host

Controls:

- Set a bag/coat zone away from the activity space and keep aisles clear.
- Explain "no running" and keep movement controlled (one team at a time to stations).
- Keep floors clear of props; pick up dropped items immediately.
- Host positions themselves to supervise movement and stop unsafe behaviour quickly.

Residual risk: Low-Medium.

Allergic Reactions

Hazards: Allergic reactions from ingredients, cross-contamination between teams,.

Who's at risk: Participants and host.

Controls:

- Collect allergy/dietary info in advance and re-check at the start.
- Clearly label all ingredients and decorations (including "may contain")
- Use separate utensils for each topping/ingredient; no double-dipping.
- Hand sanitiser/handwashing encouraged before starting and before eating.

Residual risk: Low-Medium.

Cuts

Hazards: Cuts from scissors/craft tools used to open piping bags/packaging.

Who's at risk: Participants and host.

Controls:

- Host-only scissors station for opening packaging and snipping piping bags.
- Pre-open items where possible to reduce tool use.

Residual risk: Low.

Food Hygiene

Hazards: Food hygiene issues (shared tools, multiple teams touching the same items, contamination from surfaces), illness from poor handling/storage.

Who's at risk: Participants and host.

Controls:

- Use table coverings and sanitise surfaces before set-up.
- Provide hand sanitiser and encourage use between challenge stations and decorating.
- Use disposable piping bags; avoid sharing used piping bags between participants.
- Use serving spoons/tongs for toppings; replace if dropped.
- Keep cupcakes/icing covered until needed; minimise time food is left open.

Residual risk: Low

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Manual Handling

Hazards: Strains/sprains from lifting stock and equipment.

Who's at risk: Host/instructor primarily.

Controls:

- Use wheeled bags/trolleys where possible; split loads into smaller boxes.
- Use correct lifting technique; ask venue staff for help with heavy items.
- Allow enough setup time to avoid rushing.

Residual risk: Low.

Table Protection

Hazards: Icing drips/spills, staining tables/floors; water damage; icing on soft furnishings.

Who's at risk: Venue (property), host (liability), participants (personal items).

Controls:

- Use table coverings and/or disposable mats; keep wipes handy.
- Set up a controlled area; lids on when not in use.
- Brief participants to keep personal items off the table edges; provide a side table for coats/bags.

Residual risk: Low.

Behavioral Risks

Hazards: Breakages, spills, injuries if participants are careless (especially with glassware).

Who's at risk: Everyone.

Controls:

- Clear start-of-session briefing; host has authority to pause/stop activity.
- If alcohol is present, keep glass items controlled.
- Maintain appropriate supervision ratio for group size.

Residual risk: Medium (depends on group).

Overwhelming

Hazards: Stress/anxiety or exclusion (competitive format can overwhelm some participants).

Who's at risk: Participants.

Controls:

- Keep challenges light and optional; allow roles within teams (decorator, runner, planner) so everyone can join in.
- Avoid "public shaming" scoring; focus on positive judging categories (funniest, most creative, best teamwork).

Residual risk: Low.