

















Risk Assessment form – Pictogram.




















Task	General risk assessment – Buildings & Employees			Issued (DD/MM/YYYY)	18 th September 2024	Assessment No.	ADW001
Client/ contract	The Activity Dome - Weston	Site address / location	Ground Floor, 17 North St, Weston-Super-Mare BS22 1QF				

People at risk	Employees	Older Workers	Public	Disabled	Contractor	Passers By	Young workers	Lone Worker	New or expectant mother	Shift Worker	Night Worker	Client Staff	Emergency Services	Other	Other	Other
Select	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

Tick all relevant hazards boxes below - these illustrations are not exhaustive; where 'Other' is selected add a clear description in the 'Task specific hazard' description overleaf.

Slip / Trip Hazard	Manual Handling	Machinery	Falls from height	Contact with Electricity	Hazardous Substances	Vehicle	Verbal /Physical Assault	Noise / Dust	Confined Spaces	Open Water	Fire / Bomb Risk	Radiation	Bio-logical	Adverse Weather	Burns, Scalds, Vibration
															
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>

Tick all items of mandatory Personal Protective Equipment (PPE) which has been identified in the risk assessment below - these illustrations are not exhaustive; where 'Other' is selected identify the PPE required and a specific description to your 'Control measures' overleaf and / or 'Method statement'.

Rubber Gloves	Hand Protection	Safety footwear	Head protection	Goggles	Safety Glasses	Ear Defender	Hair Net / Chef Hat	Overall	Hi-Visibility Clothing	Apron	White / Chef Coat	Half Respirator	Respirator	Dust Mask	Fume / Vapour Mask	Harness / Lanyards	Air Fed Helmet	Face Visor	Other Harness
																			
PPE As assigned per risk assessment																			

Type of Premises: Tick all relevant premises boxes below - these illustrations are not exhaustive, where 'Other' is selected add a description.

Hotel	Garage	Food Chain	Retail	Healthcare	Park/ gardens	Leisure	Commercial	Transport	Gas	Water	Electric	Manufacturing	Building/ construction works	Private Sector	Solicitors	Warehousing	Office
						<input checked="" type="checkbox"/>											

Task specific / General Hazard(s)	Pre control Risk rating			Control measure(s)	Post control Risk rating		
	Likelihood	Severity	Rating		Likelihood	Severity	Rating
Slips, trips and falls	5	3	15	<ul style="list-style-type: none"> Monthly safety inspection of all floors to be carried out. Adequate signage must be in place to advise of any steps or uneven flooring. Please mind the step signs are active in ALL areas where steps are located. In areas of darkness, any inclining or declining areas have handrails or similar in place to assist with walking. Lighting throughout to be periodically checked and repaired as reported. Any raised "stage areas" where applicable must have a dedicated access and egress point with handrail where applicable. Wet floor signs to be used in the event of any leak or spillage. Prompt cleaning of spillages. In the event of leaking equipment, the area should be cordoned off and the equipment isolated / repaired. Use of grit / salt on external walkways during periods of inclement weather. Use of suitable footwear is actively encouraged. Step ladders may be used but these must be used in accordance with HSE training ref document LA455 (https://ladderassociation.org.uk/la455/) and working at heights ref document (https://www.hse.gov.uk/pubns/indg401.htm). Step ladders must be checked before each use and approved by the relevant manager on site as "appropriate for intended use". All liquids to be stored in appropriate containers and checked for leaks. Any leaking containers to be appropriately disposed of. Ensure adequate lighting in all areas (gaming areas exempt as per individual dynamic assessment). All access to roof areas appropriately sealed (in the event of fire escape, these are closed as per the fire code regulations). Any windows are to remain closed or have "suicide straps" fitted to prevent purposeful or accidental falling from height. Where possible floor mats will be used in the event of wet weather conditions or regular floor cleaning to prevent the ingress of rainwater creeping in. EFAAW (First aider) to be on site at all times during opening hours. 	3	1	3
Injury due to fire & General fire procedure	1	5	5	<ul style="list-style-type: none"> All fire alarm monitors are in place and actively tested (fire drill) All fire escape routes are kept free and clear and are clearly signposted. All safety and firefighting equipment is checked regularly, maintained annually (or 5 yearly dependant on supplier) and are in good working condition. Fire warden to be on site during active hours of operation Flammable items / chemicals and other sources of combustion are stored and secured away. 	1	3	3

				<ul style="list-style-type: none"> • Please see independent fire risk assessment and included articles around “electrical safety”. • Waste materials to be correctly stored / disposed of. • Waste bins are to be firmly closed preferred locked where available however not required. • Any waste that cannot be placed within a refuse bin must be appropriately stored away from sources of ignition or disposed of by alternative means. • All staff are trained in the evacuation procedure as part of the staff induction process, training repeated periodically to refresh. • First aid kit to be located at arena entrance. • EFAAW (First aider) to be on site at all times during game play. 			
Injury due to possible electrical contact	1	5	5	<ul style="list-style-type: none"> • All electronics are installed by a qualified electrician or someone with an electrical competence certificate (PAT Tested). • All portable appliances are inspected annually and are in good working condition. • No wiring accessible to the public. • Trailing cables are to be pinned back or appropriately covered. • All packs and charging points to be regularly checked by a senior member of staff for any points of electrical contact they may need repair or replacement. • Charging points and related cables regularly checked by a senior member of staff to ensure safe housing against the walls and that any cables are firmly affixed in place. • All plug sockets are firmly located in place and (blanked off) where not in use. • Any items that have not been safety checked (PAT tested) will be removed from site until such a time they are approved for use. • Any battery-operated items are suitably closed / sealed to avoid tamper. All batteries for related items are stored correctly. • Battery chargers / battery docking stations are periodically checked for damage and misuse with any faulty items removed (isolated) from use. • Wall mounted electronics (lights, cameras, signs etc) are periodically checked for security (mounting) and all relevant cables are not bunched (fire hazard) together and firmly affixed in place. • If secondary power extension is required, the relevant extension cable will be PAT tested and certified for its assigned use. Extension leads that are used will not exceed ONE additional socket (unless specified use if for an office area) to reduce the risk of overloading and concealed fire. • All low Trailing cables that are affixed to walls are periodically checked for scuffs and or cuts due to contact to footfall. Any cable(s) that appears to be damaged are isolated from use where possible or “made safe” by a qualified individual. 	1	4	4

				<ul style="list-style-type: none"> First aid kit to be located at reception. 			
Appropriate Conduct both acted out and received.	5	1	5	<ul style="list-style-type: none"> All staff are trained on the company code of conduct policy as part of the staff induction procedure. Any individuals who exhibit inappropriate behaviour will not be permitted access to site or be asked to leave. Any individuals who are clearly under the influence or intoxicated beyond a level where the Managers feel they are safe, will not be permitted to partake in any activities. All areas of the site are adequately supervised by members of staff and CCTV at all times as far as is reasonably practicable. All games / events / activities are monitored by a relevant Marshal or supervisor. School groups & clubs etc must additionally assist with game supervision. Parents / guardians are accountable for the overall behaviour of their children and accept that Marshals may have to “step in” where appropriate to enforce the rules. Staff to follow internal training ref conflict avoidance and emergency reporting procedures. Staff to be trained in or made aware of the different variations of clients and must be accommodating towards elderly, young and disabled customers needs. 	5	1	5
COSHH (records and potential injury or harm)	5	5	25	<ul style="list-style-type: none"> All chemicals involved in the business are either stored in a locked cupboard or secured in place with lock and key. No unregistered chemicals to be used. A full COSHH data book is to be kept on site identifying all chemicals on site and the hazards or risk involved with their usage. Staff are adequately trained in the use of all required chemicals. Any cleaning materials are identified, marked and logged in the data folder and stored in the appropriate locked store. Appropriate PPE is on site for use by the relevant trained individuals as per the relevant COSHH data sheet. Contamination is being controlled by colour coded cleaning apparatus. First aid arrangements to be met as per the chemical data sheet relating to the chemicals in question. 	1	5	5
General Maintenance (internal / external)	3	3	9	<p>The building structure is very old, and maintenance is limited to rental obligations, terms and conditions of the landlord. The below are in place and actively acted upon by the tenants to ensure compliance as far as is reasonably practicable.</p> <ul style="list-style-type: none"> Exterior of building signage where mounted must be periodically checked for any risk of detachment. 	3	2	6

				<ul style="list-style-type: none"> • Waste stored off site is to be stored correctly as per the fire risk assessment conditions. • Exterior defects where applicable must be reported to the landlord and a written / digital log of the repair request kept. • Internal maintenance must be conducted by trained / approved personnel, this is to be the case in particular where Gas, water or electrical are the case. • Once monthly check of the internal conditions of the building to be conducted and recorded, any defects to be isolated and repaired as necessary. • Where not necessary it is in place that all paint and décor are periodically checked for wear, paint can harbour mould in the environment (damp due to building age and open doors windows) it is recommended that a periodic refresh is in place. • As noted in dynamic risk assessment for activities & slips and trips above, the floors throughout the building are to undergo a monthly visual check with any faults reported and repaired as required. • All doors, fire doors and handles are to be checked periodically. Fire doors checked for access and egress safety; general doors checked for “sticks” to avoid physical injury contact. Locks to be checked for good working order removing the risk of accidental lock in. • Tools, paints & chemicals to be locked away when not in use. • Any repairs being done during operational hours, areas must be isolated and sign posted to prevent public access. 			
Accident or injury relating to various internal and external décor.	1	2	2	<ul style="list-style-type: none"> • Any pictures etc mounted on walls must be periodically checked for ability to fall. • Glass framed pictures must be periodically checked for cracks, splinters and that the glass is securely in place. • Objects (other than in the case of the RAGE room) must be checked for sharps edges and placed in a way that injury resulting in a fall is eliminated as far as is reasonably practicable. i.e. on shelves etc. • Shelf heights to be adjusted to “fit” in the required areas, i.e. not at head height in seating areas where a head injury could occur. • Any shelving units to be secured to the walls. • Free shelves are to be checked periodically to ensure they are firmly affixed to the walls. • A sign must be present from walking into the building stating that Neon / strobe lighting is in use where applicable. • Where “aggressive” décor is used (guns, knives etc) these must be fixed in place with a sign stating, “please do not touch”. These must be either affixed out of reach or mounted in a way where no sharp edges or accidental firing can happen causing injury. 	1	2	2

				<p>In place with this rule, the premises is a licensed premises and children must be accompanied by and guarded by a parent, any accident or injury will be void so long as the risk assessment is kept to by all employees.</p> <ul style="list-style-type: none"> All electrical décor must be checked as per the PAT testing requirement before use, any faulty items isolated or removed. 			
First aid requirements	1	1	1	<ul style="list-style-type: none"> All employees trained in basic first aid. Managers and supervisors to be trained to a minimum of EFAAW (emergency first aid at work) First aid kits to be located on each floor of the building. First aid kits to be readily available at each reception station as per each activity. Kitchen spec / food safe first aid kit to be easily located in all kitchen areas. Regular training to fall alongside fire safety training regarding the procedure of dealing with a major incident. Training and awareness of the need to “raise the alarm” to the emergency services asap when required. First aid kits to be checked Annually for the expiry date. Stock within first aid kits replenished upon use or at an assigned regular interval. First aid locations to be clearly signposted. 	1	1	1
Signage requirements	1	1	1	<p>Due to the nature of the business, various signs are required to be in place. Below listed are the minimum requirement which is not exhaustive. It is noted that the Activity Dome Weston has placed in additional measures.</p> <ul style="list-style-type: none"> First aid locations & named first aid individuals. First aid certification (not required to be in view) Fire escape location Fire escape direction Fire extinguisher location & use code. Mind the step Mind your head (where applicable) Uneven floor surface. Licensee information H&S law poster (signed and dated) Strobe / neon lights No smoking Do not touch (where applicable) Kitchen signage (hand wash, food prep etc) COSHH 	1	1	1

<p>Accident or injury occurring from the Serving of licensed alcoholic beverages.</p>	4	4	16	<ul style="list-style-type: none"> • Staff to adhere to legal requirement not to serve alcohol to intoxicated customers. • All staff are trained on the company code of conduct policy as part of the staff induction procedure. • Any individuals who exhibit inappropriate behaviour will not be permitted access to site or be asked to leave. • Any individuals who are clearly under the influence or intoxicated beyond a level where the Managers feel they are safe, will not be permitted to partake in any activities. • All areas of the site are adequately supervised by members of staff and CCTV at all times as far as is reasonably practicable. • All games / events / activities are monitored by a relevant Marshal or supervisor, anyone thought to be “under the influence” will be asked to stop lay and leave the games. • Staff to follow internal training ref conflict avoidance and emergency reporting procedures. • Staff to be trained in or made aware of the different variations of clients and must be accommodating towards elderly, young and disabled customer’s needs. • Incident log to be kept and filled out as soon as possible after any incident. • Staff to be trained in manual handling, all kegs and crates of heavy stock to be moved preferably by a wheeled carrying device. • Empty glassware to be removed from tables and sides asap. • Following guidance from slips & trips section. 	2	4	8
<p>Good housekeeping and potential for injury arising from poor standards</p>	4	1	4	<ul style="list-style-type: none"> • Chemicals used and stored as per the COSHH section of this assessment. • Waste stored and disposed of as outlined in this assessment. • Non carpeted floors to be swept and moped regularly, spills to be cleared. Any greasy substance to be removed using appropriate chemicals. • Wet floor signage to be implemented. • Carpet areas to be vacuumed regularly keeping an eye out for and reporting any rips and tears. • All food surfaces to be kept clean as to the food hygiene system. • All sides to be wiped down regularly when not operational, and proactive cleaning during operational hours. • Windows to be kept clean and obstruction free. • Fire escapes as per fire assessment. • Lights to be kept in clean and safe working condition. Bulbs to be inspected regularly. • Recorded Induction and training to all employees. • Cleaning records to be kept. 	4	1	4

			<ul style="list-style-type: none">• Regular replacement cleaning materials, actively keeping the COSHH log.• All employees to be proactive in cleaning, management encouraged to push good housekeeping standards to be kept.• Regular refresher fire training to be carried out in house. Recommend bi-monthly.• Train the trainer – recommend to action spot testing with staff in regard to fire and first aid situations.• Documented training with supervisors / marshals demonstrating their ability to supervise all given activities and competency in handling all situations required of them.			
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Assessors Statement:

Having reviewed the hazards and risks, the level of risk and the key risks, I believe that if the control measures identified are applied then The Activity Dome Weston will, so far as is reasonably practicable, have met the requirements of this assessment.


Date Completed
(DD/MM/YYYY)

20th September 2024

Print: Michael Tedd (IOSH)

Role: Authorised on behalf of The Activity Dome Weston, Acting Risk consultancy agent (IOSH) RAM Consult risk management.

Signature:



Assessment review due
(DD/MM/YYYY)


20th September 2025 (Solus agreement, any change and or amendment required will result in further agreed costs).

Risk matrix

		Risk Evaluation						Likelihood of Occurrence	
		5	10	15	20	25			
Potential Severity	Fatality	5	10	15	20	25	Fatality	Low	Improbable 1/1,000,000
	Very Serious	4	8	12	16	20	Permanent disability	Medium	Low 1/10,000
	Serious	3	6	9	12	15	Temporary disability, fractures, etc.	High	Medium 1/1,000
	Moderate	2	4	6	8	10	Injuries such as lacerations, strains, sprains	Near Certainty	High 1/100
	Minor	1	2	3	4	5	Injuries such as cuts, bruising, etc.		Near Certainty 1/10
		Improbable	Low	Medium	High	Near Certainty			

Risk assessment / SSOW /plan/ method statement - Sign off sheet

Task	The Activity Dome Weston General Risk Assessment.	Issued (DD/MM/YYYY)	20 th September 2024	Assessment No.	ADW001
Client/ contract	The Activity Dome Weston	Site address / location	The Activity Dome Weston, Ground Floor, 17 North St, Weston-Super-Mare BS22 1QF		

Assessment completed	Annual Review	Annual Review
Location Manager Signature:  Assessor's Signature: Date: 20 th September 2024	Location Manager Signature: Assessor's Signature: Date:	Location Manager Signature: Assessor's Signature: Date:

Review of the task and associated hazards is to be carried out annually.

All employees must receive initial, on the job and task specific training, this training shall be identified and recorded in the company's office / employee training log / Programme.

Declaration by employee involved in the activity detailed above

I fully understand the activity outlined above and the risk control measures, including any PPE that I must use.

I have received sufficient information, instruction and training to enable me to conduct this activity with the minimum of risk to myself, or others.

Employee Name:	Signature:	Managers Name:	Date:	Employee Name:	Signature:	Managers Name:	Date:

Further advice and guidance can be obtained from www.ram-consult-risk.com

