

RISK ASSESSMENT

PRODUCT NAME:		PORTABLE SOFT PLAY CENTRE					
RISK DESCRIPTION	WHO MIGHT BE HARMED?	WHAT IS THE RISK?	EXISTING CONTROL MEASURES	RISK SEVERITY	RISK LIKELIHOOD	RISK RATING	NEW CONTROL MEASURES
Loading, handling and transportation of equipment	Operator Spectators	<p>Injuries caused by:</p> <p>Heavy lifting</p> <p>Unacceptable access</p> <p>Injury to Operator or Spectators</p>	<p>All equipment must be handled in correct manner in line with manual handling.</p> <p>Only our staff should move the equipment.</p> <p>Manual handling should be reduced to a minimum by using the trolleys.</p> <p>Ramps & lifts to be used where required and available. All loads must be properly secure.</p>	TOLERABLE	IMPROBABLE	MEDIUM	<p>Where required multiple persons must handle equipment.</p> <p>Individual persons should not undertake anything that puts themselves or anyone else at risk.</p> <p>Manual handling training is supplied to all staff annually.</p> <p>Under no circumstances shall anyone but our staff transport equipment.</p>
Installation of equipment on site	Operator Spectators Participants	<p>Injury caused by:</p> <p>Debris</p> <p>Tripping over equipment</p> <p>Injury to Operator, Spectators or Participants</p>	<p>The operator must have clear access to the setup area.</p> <p>The setup area must be level and free from any rubbish, debris and sharp objects etc.</p> <p>The equipment must be inspected before, during and after installation to ensure it is free from damage.</p>	ACCEPTABLE	IMPROBABLE	LOW	<p>Once installed the item should not be moved by any unauthorized persons.</p> <p>The equipment should be set up away from any entrances or exits ensuring it does not block any fire exits.</p> <p>Any spare equipment must be tidied away and put in a safe place.</p>

<p>Operation of equipment on site</p>	<p>Operator Spectators Participants</p>	<p>Injuries caused by:</p> <p>Overcrowding of the area</p> <p>Lack of supervision</p> <p>Not following operating rules</p> <p>Injury to Operator, Spectators or Participants</p>	<p>Participants to queue in front of the equipment in view of the operator who will control the queue.</p> <p>Participants not to overcrowd the area and keep a clear space around the item.</p> <p>Always follow the user limitations for the item.</p>	<p>ACCEPTABLE</p>	<p>POSSIBLE</p>	<p>LOW</p>	<p>Spectators should be away from the equipment and not allowed to interfere with the equipment in anyway.</p> <p>Supervision should be by a responsible adult at all times.</p>
<p>User safety</p>	<p>Operator Spectators Participants</p>	<p>Injuries caused by:</p> <p>By other participants</p> <p>Misbehavior</p> <p>Lack of supervision</p> <p>Not following operating rules</p> <p>Injury to Operator, Spectators or Participants</p>	<p>All activities must be supervised by a responsible adult at all times.</p> <p>Participants to be aware of their own physical ability and notify the operator if they do not wish to participate or wish to end the activity.</p> <p>No food or drink is allowed on the item.</p> <p>Operating instructions on safety card to be followed in not being supervised by Live 9 Events Staff.</p>	<p>TOLERABLE</p>	<p>IMPROBABLE</p>	<p>MEDIUM</p>	<p>Should any participant appear to be under the influence of alcohol or drugs to the extent where they are posing a risk to the operator or participants, or spectators the operator will close the equipment and seek assistance from the event manager or hirer.</p> <p>The operator reserves the right to refuse admission to anyone they feel may be unsafe to partake in the activity.</p>

Injury through equipment defect	Operator Spectators Participants	Injuries caused by: Equipment integrity	All equipment has a visual inspection on set up and pack down.	TOLERABLE	IMPROBABLE	MEDIUM	Any defects are reported to the operator and equipment is taken out of action until required remedial works have been carried out.
Weather	Injury to Operator, Spectators or Participants	Injury to Operator, Spectators or Participants	In the event of unpleasant weather items to be used under a shelter or equipment to be placed indoors.	ACCEPTABLE	IMPROBABLE	LOW	N/A

The above information is based on manufacturers' criteria and experience from extensive use of the equipment.

Any other action required:

This risk assessment is specific to the equipment and covers the set-up, use and pack down. The risks detailed above generally do not change between sites however as our team arrive on site they will conduct a dynamic risk assessment and avoid any risks they may find, if the risks cannot be avoided then the risk will be assessed and a decision on the location of set up will be made.

If Live 9 Events staff are supervising all staff will follow the training provided by the company and if required can refer to the "Staff Information Pack & Safety Guide".

If Live 9 Events staff are not supervising then a safety briefing with clear instructions on how to safely operate the equipment will be given to the client along with a safety card for them to refer to.

Risk assessment carried out by: Molly Huthwaite

Date: 16 June 2023

Signature: M. Huthwaite

LIVE 9 EVENTS LTD
EVENT INNOVATION