RISK ASSESSMENT



Funday Entertainment Limited

RA - FUN007/15

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| **LOCATION:** | Various Locations | **DATE:** |  January 2015 |
| **OPERATION/PROCESS:** | Safe installation and running of Archery |
| **HAZARDS IDENTIFIED:** | 1. Death
2. Piercing skin,
3. Breakage of bows,
4. Grazing of skin
5. Damage to nearby property
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| **SECONDARY HAZARDS:** | Weather conditions, other people,  |
| **EXPOSED PERSONS:** | Funday staff, participants, spectators |
| **FREQUENCY OF EXPOSURE:** | Event dates | **DURATION OF EXPOSURE:** As per event hours |
| ***RISK = LIKELIHOOD X SEVERITY*** |
| ***LIKELIHOOD*****0** = Zero to very low**1** = Very unlikely**2** = Unlikely | **3** = Likely**4** = Very likely**5** = Almost certain | ***SEVERITY*****0** = No injury or illness**1** = First aid injury or illness**2** = Minor injury or illness | **3** = “ 3 day “ injury or illness**4** = Major injury or illness **5** = Fatality, disablement injury, etc |
| **Risk Values:** LOW = **1 to 8** MEDIUM = **9 to 16** HIGH = **17 to 25** |
| **Activity Risk Rating:** *Likelihood* ***5*** *X Severity* ***5*** *= Total* ***25*** |
| **Activity Risk Value*:*** *LOW MEDIUM* ***HIGH***  |
| **CONTROL MEASURES** **Steps to be taken to avoid an accident or incident leading to an injury:** | 1. Only fully trained and authorised Funday Staff are permitted to set up and manage the Archery Arena.
2. A minimum of 2 Funday Staff are to set up the arena who will both agree all necessary steps have been taken in the safe organisation of the arena layout.
3. Arena to be set up first to avoid spectators getting too close to avoid a risk element.
4. Bows will be assembled and checked by competent instructors.
5. No surplus arrows on show whilst tuition is in progress.
6. The rules and requirements of taking part in the Archery will be clearly explained to each participant who will be required to confirm they understand what has been explained to them.
7. All arrows to be removed from targets by archery instructors who will only retrieve the arrows after ensuring all firing has stopped and there is no risk of unauthorised firing.
8. A firing line will be clearly identified and adhered to at all times.
9. Only participants above the age of 8 will be permitted to take part in the Archery. If it is felt necessary Funday Staff will request proof of ID/ age.
10. A queue line must be adhered to outside of the entrance gate to the arena.
11. Appropriate signage to be on show at all times.
12. No person to participate without a qualified instructor by their side at all times.
13. No person to participate if deemed unfit through alcohol or drug abuse.
14. During Inclement weather the Archery staff will make the decision if it is safe to continue or not as per the training they have been given.
15. Ensure Manual Handling is kept to a minimum and lifting aids/ trolleys are used at all times.
16. All Funday instructors’ staff are to be briefed on the risk assessments for the event procedures.
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| **Residual Risk Rating*:*** *Likelihood* ***2***  *X Severity* ***5***  *= Total* ***10*** |
| **MONITORING RESULTS:** | The Funday Manager is to ensure only competent persons manage the archery and control measures are strictly adhered to. |
| **REVIEW DATE:** | At regular intervals, not to exceed 12 months or when circumstances change. |
| **RESIDUAL RISK RATING: MEDIUM** |
| **ASSESSOR:** | Andre Rayson | **POSITION:** | Senior Health & Safety Advisor |