

Risk Assessment Form

Issue 1

Facility:	Battle Bar	Date:	July 21	Completed By:	Right Directions
Risk Assessment:	Beer Pong	Reference No:			

List significant hazards and how people may be harmed	List groups of people who are at risk from the significant hazards identified	List existing control measures or note where the information may be found	Further action required to control risk Y / N (list actions at end)
Misuse of Equipment	Staff Staff – (Instructors) Customers - (participants) Customers - (spectators)	<ul style="list-style-type: none"> All participants are made aware of the rules. Staff and instructors are trained on the operational procedures for Beer Pong. Participants misbehaving will be asked to sit out. Equipment to be stored away from table when not in use. 	Training given and revisited on a regular basis for all staff
Collision with equipment around the perimeter of the playing area	Customers - (participants) Customers - (spectators)	<ul style="list-style-type: none"> Playing space is empty of all furniture before each game takes place. Area checked regularly by staff. Beer Pong table positioned to ensure loose 'pong' balls will not impede on other games or spectator areas. All loose pong balls are collected during a game to ensure they will not impede on other games or spectators. Spectators around the playing area are monitored. 	
First Aid Accidents or Incidents	Staff Staff – (Instructor) Customers - (participants) Customers - (spectators)	<ul style="list-style-type: none"> Refer to First Aid procedure, Accident & Incident Reporting procedure. The staff instructor must notify the Duty Manager of any accidents or incidents occurring. Staff members have current first aid training and 	First Aid Training given to staff Emergency Action Plan shown to all staff

July 2020

Right Directions

quality and safety

List significant hazards and how people may be harmed	List groups of people who are at risk from the significant hazards identified	List existing control measures or note where the information may be found	Further action required to control risk Y / N (list actions at end)
		<ul style="list-style-type: none"> • certification and appropriate first aid supplies are available. • First aid kits are regularly checked for contents and this check is recorded on the Weekly Health and Safety Check on 'The Vault'. • The operating procedures detail the action to be taken in the event of both minor and major accidents and incidents. • Staff are trained on this procedure during the induction process and signed off on 'The Vault', with a refresher programme in place. 	
Disorderly or boisterous participant behaviour / Play Arguments	<p>Staff Staff – (Instructor) Customers - (participants) Customers - (spectators)</p>	<ul style="list-style-type: none"> • Rules for using Beer Pong are clearly displayed. • If a participant is acting in a way where they are likely to injure themselves, other participants, or staff then they will be told to stop their activity and warned about the dangers of their behaviour. • If they continue to act in a dangerous manner, they will be no longer be able to take part and are asked to leave the area. The Duty Manager is called if needed to support the staff instructor. 	Emergency Action Plan shown to all staff
Slips, trips and falls.	<p>Staff Staff – (Instructor) Customers - (participants) Customers - (spectators)</p>	<ul style="list-style-type: none"> • All participants must wear appropriate footwear. • Staff check playing area and defect in the playing surface regularly. 	

Risk Reduction Plan

List further action required to control the risk	Responsibility for Action	Target Completion Date	Date Completed	Signed
•				
•				
•				
•				
•				
•				

		Name	Signature	Date
Review	Review Conducted by:			
	Review Conducted by:			
	Review Conducted by:			
	Review Conducted by:			