



### Schools and Groups Risk Assessment

We as a company work very closely with a range of companies and the local authority to put all the systems and procedures in place to ensure the highest health and safety standards are maintained at our venue. As part of our operations we have daily, weekly and monthly checks.

This risk assessment acts as a guideline for schools and groups. If you require a visit to the premises to carry out your own risk assessment please contact us at [stevenage@partymanworld.co.uk](mailto:stevenage@partymanworld.co.uk) so we can assist in arranging this for you.

Hazard	Who may be harmed and how	Current Controls
Uneven Car Park Surfacing	All customers may be at risk from trip/fall in the car park	Daily checks carried out (Monday - Thursday) for trip hazards, rubbish cleared. Regular re-surfacing of the temporary surface
Damaged equipment/hidden items	Falls, unpadding areas, choking, and strangulation. All who may be playing in the play frame (Children and Adults)	The play equipment is checked daily before opening and records are kept. Periodic management checks done weekly, monthly and yearly. Also inspections annually by PIC
Dirty Soiled Equipment	Transfer of bacteria. Anyone playing in the play frame (Children and Adults)	The play equipment and ball pools are cleaned periodically and records are kept
Misuse of Play Equipment	Children playing in the Under 3's area who are the wrong age, either too young or too old. This could lead to bumps or falls	Rules of play are enforced by staff and displayed around the site with signage. Parents and Carers are responsible for their own children. Age restrictions apply to the various areas, and displayed simply. Designated baby and toddler areas. Also announcements on PA system done on regular intervals
Chemicals left unattended	Poisoning, chemicals burn. Anyone who may misuse chemicals	All cleaning materials are kept in a locked Cleaners cupboard. Other cleaning products are kept behind reception and bar.
All slides in play frames	All using slides are at risk of friction burns to exposed skin	Rules of play enforce children to wear socks, long sleeves and trousers. Correct sliding rules apply. Rules of play is sign posted at reception.
Wet Floors in toilet areas and laminate flooring areas	All at risk of slipping	Non-Slip Flooring in all areas (except male/female toilets), regular hourly checks and spillages cleaned. Warning Signage put out if floor wet.
Water too hot in washrooms	Scalding, all at risk	Taps in the toilets are fitted with thermostic mixer valves (TMVs) to prevent scalding, checked weekly with thermometer.



Walkways not kept clear	Trips, bumps, collision, customers and staff	Adequate space is provided between tables, chairs and equipment to allow for the safe movement of children, parents and employees.
Child Escaping	Child Abduction. Children entering car park / busy roads	The entrance and exit gates at reception are magnetic and are designed to eliminate the possibility of children opening them up to escape. Staff sign everyone in / out as a family/group. Reception staff will double check that the correct amount of children are leaving. All visitors are signed in and must wear a visitors badge whilst in the play area.
Glass Bi-Fold Doors	Walking into doors, all at risk, especially people with visual impairments	Doors have safety glass and are visible.
Children escaping through fire doors	Children entering car park/busy roads	Fire doors are alarmed to alert staff to them being accidentally opened and the possibility of a child escaping. PA announcements reminding customers of supervision.

**Fire Safety**

The premises are fitted with manual & automatic fire detection systems.

Fire safety checks are also done and recorded by our staff team as well as checked at regular intervals by specialists and the specific governing body.

A designated assembly point is provided.

A copy of the premises Crisis Procedure is kept on site at all times.

**First Aid**

All managers and a number of staff have been trained in First Aid. All accidents are recorded and where necessary reported to RIDDOR. Accidents are monitored and investigations are carried out on any concerns relating to reoccurring accidents.

**Staffing**

We recommend a 1:5 adult to child supervision ratio.

If you require any further information or have any specific requirements please contact us at [stevenage@partymanworld.co.uk](mailto:stevenage@partymanworld.co.uk).