



Risk Assessment	Overall Risk/Hazard Rating
Generic Assessment for Community Groups	Low
Persons Effected	Customers, Staff, Contractors and Emergency Services
General Statement	Pre-Opening safety checks are completed Daily as part of LQ Policies and Procedures.
Risk or Hazard	Control Measures
<b>Injury due to Fire</b>	<ul style="list-style-type: none"> <li>• An electronic fire alarm and sensors are in situ</li> <li>• All Fire Exits and routes are kept clear of obstruction and are clearly signed</li> <li>• All fire exits are kept unlocked through liaison with all tenants</li> <li>• All fire safety and fire fighting equipment is checked regularly, maintained annually and is in good working condition</li> <li>• Key staff hold current Fire Warden Certificate</li> <li>• Flammables and ignition sources are stored separately</li> <li>• All staff are trained on the evacuation procedure as part of the staff induction procedure</li> </ul>
<b>Injury due to Electrical Contact</b>	<ul style="list-style-type: none"> <li>• All electrics are installed by a NICEIC technician</li> <li>• All Portable appliances are inspected annually and are in good working condition</li> <li>• No wiring is accessible to the public</li> </ul>
<b>Slips, Trips and Falls</b>	<ul style="list-style-type: none"> <li>• All areas are kept clear of obstruction at all times</li> <li>• All spillages are signed and cleaned immediately</li> <li>• All Fixtures and fittings are checked daily as part of the Daily Operational procedure</li> <li>• All gaming scenery is clearly marked and visible</li> <li>• The Gaming Area is inspected daily and regularly</li> <li>• Gamers are briefed on Safety Rules and conduct prior to each game session</li> <li>• Safety Rules and Code of Conduct are displayed around the site</li> <li>• Suitable Lighting and Emergency Lighting is provided in all areas</li> </ul>
<b>First Aid</b>	<ul style="list-style-type: none"> <li>• Duty Managers are First Aid Qualified</li> <li>• A fully stocked First Aid Kit is kept on site at all times</li> <li>• All incidents are recorded and investigated appropriately, as part of the Recording and Monitoring procedure</li> </ul>



<p><b>Appropriate conduct</b></p>	<ul style="list-style-type: none"> <li>• All staff are trained on the Company Code of Conduct Policy as part of the Staff Induction Procedure</li> <li>• Any Individuals who exhibit inappropriate behaviour are not allowed on site</li> <li>• Any individuals clearly under the influence of intoxicating substances are not permitted to partake in activities</li> <li>• All areas of the Site are adequately supervised by Members of Staff and CCTV at all times as far as is reasonably practicable</li> <li>• Games are supervised by a member of staff</li> <li>• Schools/Groups &amp; Clubs must additionally assist with game supervision</li> <li>• Parent/Guardians are accountable for overall behaviour of their children</li> </ul>
<p><b>COSHH</b></p>	<ul style="list-style-type: none"> <li>• All hazardous substances are stored in a locked area, only accessible by trained and competent staff</li> <li>• All staff are trained on appropriate use of substances as part of Induction</li> <li>• All hazardous substances are appropriately labelled</li> </ul>