

## ES PROMOTIONS RISK ASSESSMENT & METHOD STATEMENTS



**Risk Assessment of: Body Bits**

 Risk	 Existing Controls	Likelihood 1 - 5	Severity 1 – 5	Risk Score L x S	 Further Action to Take
Over Enthusiastic Participants	Responsible person supervising at all times. Take it in turns to take out parts of the body.	2	1	2	If hired without an operator, ES Promotions advises that you nominate your own responsible person to oversee the game and ensure rules below are abided by.
Danger of unnecessary Injury	Ensure that no one uses the equipment who suffers from neck or back problems, heart complaints, is feeling unwell, suffering effects of alcohol of drugs or pregnant.	1	5	5	Players with the listed conditions who still wish to play <u>do so at their own risk</u> . However the operator has the right to refuse service to anyone they deem as a safety threat.
Unruly Behaviour	The operator's decision is final, refusal to abide by the operators guidance will result in ride refusal& in extreme circumstances closure of the unit.	1	2	2	Please ensure nominated supervisor adheres to this rule if hired without and ES Promotions Operator.
Electrocution	Electrical units are visually inspected for obvious faults. All equipment is PAT tested once a year, cables are covered and only trained and insured staff should have access.	1	3	3	If sockets are used at the venue, we ask the client to check these prior to event.
Injury from equipment tipping over	Equipment has been sturdily designed with 4 angled legs to prevent tipping over wherever possible.	1	1	1	Please ensure players do not lean on or sit on table structure.
Injury from the equipment collapsing	Operators setting up to ensure legs are firmly in place and bolted base plates are intact.	1	1	1	Table legs are pulled down and the locking bar pulled out.

L=Likelihood S=Severity L X S = Risk Score with 1 = Lowest Risk and 25 = Highest

Risk and likelihood are worked out using numbers 1-5. These are then multiplied to give the risk score. We recommend that clients undertake their own risk assessment to suit individual needs.

We strive to have no risk score over 10 and anything over 20 would result in ES Promotions not running the kit.

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### METHOD STATEMENT FOR BODY BITS (GIANT OPERATION)

All measurements in 'ft'.

UNIT SIZE (L x H x W)	6 x 4 x 3
MIN. AREA REQ. (L x W)	8 x 6
POWER REQUIRED	1 x 13amp
OPERATORS	1

- 1) **Arrival on site**
  - > Find a safe and practical entrance point to unload kit
  - > Confirm location is suitable for equipment
  - > Confirm where power is available from
  - > Ensure ground is flat and free from obstructions
  - > Allow a minimum of 2ft (0.6m) clearance around unit
  
- 2) **The Set Up**
  - > Use a sackbarrow to move the unit into position
  - > Fold out the legs at the top of the unit, and carefully lower to floor
  - > Lift the other side and fold out legs, then remove top section
  - > Fold out the material curtain that sits all the way round the unit
  - > Plug the power lead into the unit; found underneath the head of unit
  - > Use an extension lead from the nearest power source, and plug power lead into it
  - > Place all the shaped pieces in the relevant spaces on the body
  - > Plug tweezers into hole located to the left of the head
  - > Press the red button on the nose to begin, and adjust volume accordingly
  - > Test the game, it is now ready for play
  
- 3) **The Operation**
  - > This unit is designed for 1 player at a time
  - > The unit requires very little operation, simply keep an eye on all the pieces and

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ensure they aren't stolen, misplaced, etc

### 4) **The Pack Down**

- > Ensure the area is clear of guests before commencing the pack down
- > Place the small pieces back into the silver dish, and disconnect the tweezers
- > Fold up the outer curtain, remove kettle lead, and place on top of unit
- > Carefully place the top section on, and ensure all 4 clips are securely fastened
- > Gently lift one end, and fold the leg in, and lower to the floor - repeat other side
- > Stand the unit up, and use sackbarrow to wheel to van
- > Load van in a safe and secure manner, before checking area for equipment