




ES PROMOTIONS RISK ASSESSMENT & METHOD STATEMENT



Risk Assessment of: **Gold Cup**

 Risk	 Existing Controls	Likelihood 1 - 5	Severity 1 - 5	Risk Score L x S	 Further Action to Take
Over Enthusiastic Participants	If not booked with an ES member of staff please ensure there is a responsible person supervising at all times	2	1	2	With prior notice of large numbers attending the event additional trained operators can be supplied at an extra fee.
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 or 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.
Injury through lack of supervision	A fully trained operator must be present with the equipment at all times, in the event that the operator is not in view – do not enter the equipment under any circumstances.	1	5	5	If booked without an ES Promotions operator. Please nominate your own responsible person to oversee the game and adhere to the controls listed in this assessment.
Unruly Behaviour	The most important rule of all is that 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	None
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.
Unit Falling Over	The machine is sturdily designed with bolts holding the unit together. The machine must be placed on a flat surface with good access for the players.	1	3	3	None
Participants falling or tripping over the poles.	Only four players at any one time – guests should stand astride the horse poles then race once the operator has pressed the start switch – they should not continue racing once the winner has been declared.	2	2	4	Operator is able to offer demonstrations if requested.

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. ES Promotions 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 GOLD CUP

All measurements in 'ft'.

UNIT SIZE (W x H x L)	2.5 x 3 x 6
MIN. AREA REQ. (W x L)	7 x 10
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, on it's side
 - > Fold one set of legs out underneath unit, and carefully lower to floor
 - > Lift the other side and fold out legs, then undo clips and remove top section
 - > Fold out the material curtain that sits all the way round the unit
 - > Plug the kettle lead in to the socket at the rear of the unit
 - > Use an extension lead from the nearest power source, and plug kettle lead into it
 - > Fold out the white fence post, a few feet in front of the unit
 - > Remove the 4 horses and 4 horse cutouts from the underside of the box
 - > Slide the 4 horse cutouts, matching the numbers on the unit to the Jockey numbers, into each metal coil
 - > Place each jockey horse in colour order, onto the white post and plug the phono lead into each socket, and attach the other ends firmly into the horses necks

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- Switch the unit on, next to the top back left speaker; and the commentary
- > and crowd noise will start
- > Jockey each horse a few times to check the unit works, then turn the unit off and the horses will auto-reverse back to the start line ready for play

3) **The Operation**

- > This unit is designed for up to 4 players at a time
- > Ensure the players do not bang the horses head on the white fence post
- > No drinks to be placed on the unit at any time

4) **The Pack Down**

- > Ensure the area is clear of guests before commencing the pack down
- > Turn off power, remove extension lead, and put kettle lead on top of unit
- > Unplug horses, and remove the cutouts, and place all back in the underside of lid
Fold the vinyl curtain back up onto the unit, and place white fence post on top
- > Place lid on top, and fasten securely using the butterfly catches
- > Load van in a safe and secure manner, before checking area for equipment