

ES PROMOTIONS RISK ASSESSMENT & METHOD STATEMENT



Risk Assessment of: **Pool Table**

|  Risk |  Existing Controls | Likelihood 1 - 5 | Severity 1 - 5 | Risk Score L x S |  Further Action to Take |
|--|--|---------------------|-------------------|---------------------|---|
| Danger of over Enthusiastic Participants | If the game is booked without an operator, ES Promotions advises that the client provide their own responsible adult to supervise. Children should not be left to use this equipment unsupervised. | 2 | 1 | 2 | None |
| 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 from table tipping over | Table is sturdily designed with 4 legs screwed to table top. | 1 | 2 | 2 | Players must not sit or lean heavily on the table. |
| Injury from equipment collapsing | When set up, the screws are all checked as well as the complete structure being regularly checked for faults. | 1 | 1 | 1 | Players must not sit or lean heavily on the table. |
| Injury from spectators being hit with cues. | The table will be set up in a safe area on a flat surface, players and spectators must stand a safe distance away from the table. | 2 | 1 | 2 | Please enforce this rule with your own supervisor if an ES Promotions operator isn't attending the event. |

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 POOL TABLE

All measurements in 'ft'.

| | |
|------------------------|----------------|
| UNIT SIZE (L x H x W) | 6 x 3 x 3 |
| MIN. AREA REQ. (L x W) | 12 x 9 |
| POWER REQUIRED | None |
| OPERATORS | 0 (2 to build) |

- 1) **Arrival on site**
 - > Find a safe and practical entrance point to unload kit
 - > Confirm location is suitable for equipment
 - > Ensure ground is flat and free from obstructions
 - > Allow a minimum of 3ft (0.9m) clearance around unit

- 2) **The Set Up**
 - > Place large wooden body on the side, and carefully screw / bolt on legs
 - > Carefully lift up and on onto the legs, and ensure it is sturdy
 - > Carefully lift the slate onto the middle of the table; be VERY CAREFUL when lifting the slate, as it is very heavy
 - > Take the outer wooden frame, and gently place the hinges alongside the metal poles, and when aligned, push forward so they slot into the hinges, and carefully lower the frame
 - > Clip shut using the 3 clips underneath the table; there are large gaps purposely there to get your hand in to clasp them shut
 - > Check the cues have tips, and that the cue ball, and the coloured balls fall through the table properly
 - > Leave chalk out, set the balls up in the triangle and game is ready for play

- 3) **The Operation**
 - > This game is designed for 2 people, or 2 doubles, at any one time

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- > You will not be required to man the pool table, but just make a note of what you have provided (how many chucks, etc), so you can check amounts at the end of the event

4) **The Pack Down**

- > Ensure the area is clear of guests before commencing the pack down
- > Simply reverse the steps shown in The Set Up, taking care with the slate
- > Load van in a safe and secure manner, before checking area for equipment