



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



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