

# M&D LEISURE RISK ASSESSMENT

## RA 301 17 Bowling Alley



Reviewed By	Date	Changes

Assessment Date : 29/09/2017  
Review Date : 29/09/2018

Prepared By;



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RISK ASSESSMENT				LOCATION			Main Complex		Date			
RA 301 17 Bowling Alley									29/09/2017			
TASK	Hazard	Injury, Damage	Who's at risk?	Current Preventative and Protective Measures and safe systems of work.	Current Risk Rating			Further Action Required		Future Risk Rating		
					L	H	T			L	H	T
<b>Public Access and Egress</b>												
2		Collision with pin setters	Employees, Public	Rear maintenance areas behind pin setters restricted to authorized personnel only. Rear areas secured and locked. Patrons not allowed to walk on lanes. No public access beyond ball launch area. Area monitored by security.	2	4	9	Monitor		2	4	9
3		Slips, trips and falls	Employees, Public	All areas are inspected regularly for damage. Any trip hazards found are marked and removed or repaired. Treading cables minimized and where unavoidable, covered with suitable matting to prevent trip hazard. Treatment to hazards removed as soon as reasonably practicable. Regular cleaning of floors, anti slip surfaces provided on stairs and walkways. Patrons not allowed to carry items onto the bowling area. Appropriate bowling footwear worn when on the lanes. Signage on all lanes indicating not to walk on lanes.	2	3	6	Monitor		2	3	6
4		Slips and trips due to lack of light	Employees, Public	Sufficient lighting to allow proper access and egress. Fluorescent strips provided on floor and lanes.	2	3	6	Monitor		2	3	6
<b>Maintenance</b>												
6	Manual Handling	Strains and Sprains	Employees	Mechanical handling equipment used wherever reasonably practical. Staff instructed in safe handling techniques. Staff instructed in the correct storage of equipment. Only designated staff move heavy items.	3	4	12	Monitor		3	4	12
7		Crushing injuries from pin setter machinery	Employees	Bowling is halted on all lanes under maintenance. Maintenance staff lock off lanes and machinery prior to entering to clean or maintain.	2	4	8	Consideration should be given to incorporating interlocking guard to ensure system cannot re-energise.		1	4	5
8	Noise	Hearing Damage	Employees	Hearing protection provided within the rear maintenance area. Signage is provided on bowling alley walls to remind staff to wear hearing protection and ear defenders are hung on wall for staff to use. Noise assessment conducted highlighting that ear of bowling alley is a hearing protection zone.	2	3	6	Monitor		2	3	6
9		Slips, trips and falls	Employees	Transient slip hazards removed. Treading cables minimized, regular review of area to minimise possible trip hazards.	2	3	6	Monitor		2	3	6
10	Use of Hazardous Substances	Ingestion, absorption, irritation of hazardous substance	Employees	Employees wear gloves and barrier creams when handling oil, lubricants and disinfectants. Adequate cleaning facilities available.	1	4	4	Monitor		1	4	4
<b>Operations</b>												
12	Dealing with Customers	Violence or unruly behaviour	Employees, Public	Operators and security will restrict access to public engaged in unruly behaviour and clearly intoxicated with alcohol or under the influence of drugs. Staff are authorized in any way they are instructed to back down and report the incident immediately. Any suspicious activity, which is seen, is reported to the police. There will be a minimum of two persons working in bowling alley at all times when open to the public.	2	5	10	Monitor		2	5	10
13	Smoking	Smoke Inhalation	Employees, Public	No smoking policy enforced. Smokers go outside to smoke.	1	4	4	Monitor		1	4	4
14	Use of Bowling Balls	Manual Handling Injuries	Employees, Public	All balls are clearly marked with weight which coincide with colour. Staff monitor public use.	3	4	12	Monitor		3	4	12
15	Engagement with ball returning machinery	Injury	Employees, Public	All machinery meets manufacturers requirements with regards to safety. Safes for ball guard. Staff monitor public for dangerous use.	3	3	9	Monitor		3	3	9
16	Robbery	Robbery, Stress, Violence or injury	Employees	Security monitor area. CCTV in operation.	1	5	5	Monitor		1	5	5
17		Unsafe practices by employees during operation	Employees, Public	Employees are instructed in the safe operation of the equipment. Disciplinary action will be taken if any infringements of these practices are witnessed.	2	4	8	Monitor		2	4	8
<b>Public Welfare and Hygiene Facilities</b>												
19		Disease, discomfort, extreme of temperature	Employees, Public	Toilets supplied with hot and cold running water. Heating, up area provided. Drinking water provided. Central heating provided. Ventilation or air conditioning provided. Sufficient space for all activities provided.	2	4	8	Monitor		2	4	8
20	Re-use of shoes	Disease	Employees, Public	Shoes provided to the public for bowling are cleansed after every use with disinfectant.	1	2	2	Monitor		1	2	2
<b>Emergency Situation and Evacuation</b>												
22		Facility, serious injury panic, crush, slips and trip	Staff, Public	Emergency evacuation plan developed, practiced and followed. Sufficient emergency exits provided that are clearly signposted and kept clear at all times. Portable fire fighting equipment provided, maintained and visible at all times. Fire awareness training provided.	1	5	5	Monitor		1	5	5
23		Fire	Staff, Public	Accumulated debris and rubbish cleared regularly. Sufficient fire wardens trained in the use of fire extinguishers and the evacuation of the public. Emergency evacuation plan activated on the first sign of fire. Sufficient maintained fire extinguishers throughout. Requirements of the risk assessment followed.	1	8	8	Monitor		1	8	8
<b>Use of Arcade Machinery</b>												
25		Slips, trips and falls	Public	Dance machines cleaned regularly. Use monitored by security and machine stopped if misuse is seen.	2	3	6	Monitor		2	3	6
26		Electrocution	Employees, Public	All equipment tested at least annually. See arcade risk assessment.	1	8	8	Monitor		1	8	8
Signed: Risk Assessor				Date:	Review Date:							
Signed: Authorising Manager				Date:	Review Date:							
				Date:	Review Date:							



## RISK RATING SCALE

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Severity Frequency	Trivial Injury or Loss (1)	Slightly Harmful (2)	Minor Injury/Loss (3)	Harmful (4)	Major Injury or Loss (5)	Extremely Harmful (6)	Multiple Fatality (7)
Remote (1)	Trivial Risk	Trivial Risk	Trivial Risk	Trivial Risk	Tolerable Risk	Tolerable Risk	Tolerable Risk
Highly Unlikely (2)	Trivial Risk	Trivial Risk	Tolerable Risk	Tolerable Risk	Moderate Risk	Moderate Risk	Moderate Risk
Possible (3)	Trivial Risk	Tolerable Risk	Tolerable Risk	Moderate Risk	Moderate Risk	Substantial Risk	Substantial Risk
Unlikely (4)	Trivial Risk	Tolerable Risk	Moderate Risk	Moderate Risk	Substantial Risk	Substantial Risk	Substantial Risk
Probable (5)	Tolerable Risk	Moderate Risk	Moderate Risk	Substantial Risk	Substantial Risk	Substantial Risk	Intolerable Risk
Highly Likely (6)	Tolerable Risk	Moderate Risk	Substantial Risk	Substantial Risk	Substantial Risk	Intolerable Risk	Intolerable Risk
Near Certain (7)	Tolerable Risk	Moderate Risk	Substantial Risk	Substantial Risk	Intolerable Risk	Intolerable Risk	Intolerable Risk

ACTION REQUIRED	TOTAL	RISK RATING
No action is required and no documentary records need to be kept.	0 ~ 4	Trivial
No additional controls are required. Consideration may be given to a more cost-effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that controls are maintained.	5 ~ 9	Tolerable
Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited. Risk reduction measures should be implemented within a defined time period.	10 ~ 16	Moderate
Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken.	17 ~ 29	Substantial
Work should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, work has to remain prohibited.	30 ~ 49	Intolerable

Template as at 03/13

### Risk Analysis Table

The following risk analysis table is used in calculation of the risk in respect to all activities

#### Frequency ( F ) (how often the hazardous event is likely to occur)

- 1 Remote - Not aware of it ever happening
- 2 Highly Unlikely - Happens no more than once every 5 years
- 3 Possible - Happens no more than once a year
- 4 Unlikely - Happens no more than once in 3 months
- 5 Probable - Happens no more than once a month
- 6 Highly Likely - Happens no more than once a week
- 7 Near certain - Permanently present

#### Severity ( S ) / Impact (what is likely outcome of the hazardous event happening)

- 1 Trivial - No exposure to safety risk. Minimal loss to business process, some extra work created
- 2 Slightly Harmful - Nuisance, slow work process, no first aid treatment required
- 3 Minor Injury - Minimum safety risk (minor injury). Minor loss to business process, minor cuts, burns, abrasions, resolved by cleaning, first aider or rest
- 4 Harmful - Cuts, burns requiring hospital treatment. Minor breaks, such as fingers, toes or strains requiring time off
- 5 Major Injury - Major injury requiring immediate hospital treatment, breaks of bones other than fingers / toes. Significant loss to business process.
- 6 Extremely Harmful - Single fatality, substantial loss to business process
- 7 Multiple significant injuries / fatalities - Catastrophic loss to business process

Template as at 03/13



# RISK ASSESSMENT ACTION PLAN

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**Date of assessment:** 29/09/2017

## COMPLETION SHEET

Ref.	Actions to be Taken	Target Date
7	Consideration should be given to incorporating interlocking guard to ensure system cannot re-energise.	
<b>Signed:</b>	Kirsten Paterson, HSE Solutions Ltd	<b>29/09/2017</b>
<b>Signed:</b>		

**Date of Assessment Review:** 29/09/2018