| **Risk Assessment** | Live 9 Events Ltd |
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| **Activity** | Table & Sports Games<br>This risk assessment applies to table and sports-based games including, but not limited to, shuffleboard, table tennis, pool tables, football tables and similar equipment. |

| **Assessor** | Molly Huthwaite | **Location of Assessment** | NG12 3UL |
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| **Risk Rating Matrix (RR)** | **Likelihood (L)** | | |
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| **Severity (S)** | **Certain or near certain to occur (High)** | **Reasonably likely to occur (Medium)** | **Unlikely to occur (Low)** |
| **Fatality; major injury or illness causing long term disability (High)** | **HIGH (H)** | **HIGH (H)** | **MEDIUM (M)** |
| **Injury or illness causing short term disability (Medium)** | **HIGH (H)** | **MEDIUM (M)** | **LOW (L)** |
| **Other Injury or illness (Low)** | **MEDIUM (M)** | **LOW (L)** | **LOW (L)** |

| **Hazards** | **Who is at risk?** | **Controls in place** | **L** | **S** | **RR** |
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| Loading, handling and transportation of equipment (Injuries caused by: heavy lifting, unacceptable access) | • Customers<br>• Public<br>• Employees/Staff | • All equipment must be handled correctly in line with manual handling. Only our staff should move the equipment. Manual handling should be reduced to a minimum by using the trolleys.<br>• Ramps & lifts to be used where required and available.<br>• All loads must be properly secured.<br>• Where required, multiple persons must handle equipment. Individuals should not undertake anything that puts themselves or anyone else at risk.<br>• Manual handling training is supplied to all staff annually. Under no circumstances shall anyone but our staff transport equipment. | L | M | Low |
| Installation of equipment on site (Injury caused by: debris, tripping over equipment, related injury) | • Customers<br>• Public<br>• Employees/Staff | • The operator must have clear access to the setup area. The setup area must be level and free from any rubbish, debris and sharp objects, etc. The equipment must be inspected before, during and after installation to ensure it is free from damage.<br>• Once installed, the item should not be moved by any unauthorised persons. The equipment should be set up away from any entrances or exits, ensuring it does not block any fire exits.<br>• Always follow the manufacturer's instructions for setup and break down. | L | M | Low |

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| | | • Any spare equipment must be tidied away and put in a safe place. | | | |
| Operation of equipment on site (Injuries caused by: overcrowding of the area, lack of supervision, not following operating rules) | • Customers<br>• Public<br>• Employees/Staff | • Always follow the user limitations for the item.<br>• Participants are to queue in front of the equipment in view of the operator, who will control the queue.<br>• Participants are not to overcrowd the area and keep a clear space around the item.<br>• Spectators should be away from the equipment and not allowed to interfere with the equipment in any way.<br>• Where our staff are present, the equipment will be operated and supervised by trained personnel at all times.<br>• In the absence of our staff, the control, supervision, and safe operation of the equipment becomes the responsibility of the hirer. A safety briefing and written operating guidance will be provided and must be adhered to at all times. | L | M | Low |
| Injury through incorrect set up (Injury caused by: positioning) | • Customers<br>• Public<br>• Employees/Staff | • Equipment to be set up by trained staff only.<br>• A final visual check is carried out after installation. | L | M | Low |
| Overcrowding | • Customers<br>• Public | • Number of participants controlled in line with equipment design.<br>• Clear space maintained around each game. | L | L | Low |
| Injury through equipment defect (Injuries caused by: equipment integrity) | • Customers<br>• Public<br>• Employees/Staff | • All equipment has a visual inspection on set up and pack down, any dangerous defects are reported to the operator and equipment is taken out of action until required remedial works have been carried out. | L | M | Low |
| Slips, Trips & Falls (Injuries caused by game pieces) | • Customers<br>• Public<br>• Employees/Staff | • Games positioned away from walkways.<br>• Area kept tidy.<br>• Playing area must be kept clear of obstructions, cues, balls, and equipment.<br>• Participants must remain aware of their surroundings when moving around equipment. | L | L | Low |
| Contact with equipment (cues, bats, table edges) | • Customers<br>• Public | • Participants must use equipment in a controlled manner.<br>• Cues, bats, and handles must not be swung or used aggressively.<br>• Equipment must only be used as intended. | L | L | Low |
| Ball / object interaction | • Customers<br>• Public | • Only equipment provided with the game (balls, pucks, etc.) to be used.<br>• Participants must use balls and game pieces in a controlled manner. | L | L | Low |

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| | | • Participants must remain aware of moving objects during play. | | | |
| Overenthusiastic / competitive behaviour | • Customers | • Participants must use the equipment in a controlled manner.<br>• No pushing, aggressive play, or interference with others permitted.<br>• Unsafe behaviour results in removal from the activity. | L | M | Low |
| Uneven ground causing trips or instability | • Customers<br>• Public | • Ground checked prior to setup.<br>• Games only placed on level, suitable surfaces. | L | M | Low |
| Unsupervised use | • Customers<br>• Public | • Equipment should be supervised by the hirer or a responsible adult at all times when not operated by our staff. | L | H | Medium |

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| **Date of Assessment** | 05/06/2025 | **Status** | **Completed By:** |
| **Date Assessed** | 21/04/2026 | Complete | *Molly Huthwaite* |
| **Next Review Due** | 21/04/2027 | | |