

# Out of Bounds (Rustington) Ltd













Risk Assessment for













High Ropes









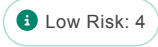
High ropes course,










<b>Reference number</b>	OUT2258504
<b>Assessor</b>	Stuart James
<b>Date completed</b>	04/07/24
<b>Review Schedule</b>	Annually
<b>Review date</b>	04/07/25
<b>Approved date</b>	04/07/24
<b>Approved by</b>	Stuart James
<b>Affected site(s)</b>	Out of Bounds Ltd (BN16 4NB)







## Hazards and controls







 <b>Hazard: Visitors at Height (Above 1 metres)</b>		
Risk of falls whilst participating on high ropes		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury and harm from fall,</p>	<ul style="list-style-type: none"> <li>  <b>Age Restriction</b> Must be 13 years Plus to attend         </li> <li>  <b>All Employees Receive Induction Training</b> All employees receive induction training upon commencement with the Company         </li> <li>  <b>Appropriate First Aid Provided</b> Casualties treated by first aider until emergency help arrives         </li> <li>  <b>CCTV installed</b> CCTV installed for training, supervision &amp; security purposes         </li> <li>  <b>Continuous Safety Line</b> Visitors must attached to the safety line prior to opening the gates to access the course, clear signage and demonstration given in briefing.         </li> <li>  <b>Direct Supervision</b> Staff will be monitoring from the platform/ start of the course and has clear sight of both entrance and exit gates         </li> <li>  <b>Mandatory Safety Briefing</b> All visitors must attend safety briefing         </li> <li>  <b>Only Authorised Employees Work At Height</b> Only persons that have received adequate training are authorised to work at height         </li> <li>  <b>Safety Harness</b> Visitors must have harness on at all times, and clipped on to safety line at start of course         </li> <li>  <b>Weight Restriction</b> 120kg is the maximum weight permitted on the ropes, this is stated on consent form.         </li> </ul>	<p> <b>Medium Risk: 8</b></p> <p>Likelihood: 2/5 Severity: 4/5</p>







 <b>Hazard: Work At Height (Risk of Falls from Ladders)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Factors causing instability including operator , supervision or illness.</p>	<p> Access Into The Premises Is Controlled Access into the premises is controlled so no unauthorised persons can enter.</p> <p> All Employees Receive Induction Training All employees receive induction training upon commencement with the Company</p> <p> Appropriate First Aid Provided Casualties treated by first aider until emergency help arrives</p> <p> Authorised Persons Only To Operate The Equipment Only operated by persons that have received adequate training &amp; authorised to use the equipment</p> <p> Emergency Plan/Procedures Are In Place An emergency plan/procedure is in place which is communicated to employees who have been trained</p> <p> Only Competent Persons Can Carry Out The Task Only personnel with sufficient information, instruction and training can carry out the task.</p> <p> Only Competent Persons Can Operate The Equipment Only personnel with sufficient information, instruction and training can operate the equipment.</p> <p> PPE Issued, Worn &amp; Kept In Good Condition PPE Issued, Worn &amp; Kept In Good Condition</p> <p> Pre-start Checks Undertaken Pre-start Checks Undertaken</p> <p> Routine Maintenance Undertaken Routine maintenance is undertaken in accordance with the manufacturer's requirements</p>	<p> Medium Risk: 8</p> <p>Likelihood: 2/5 Severity: 4/5</p>














 <b>Hazard: Access doors</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury due to the inadvertent trapping of fingers, clothes etc. in closing doors.</p>	<p> Access Into The Premises Is Controlled Access into the premises is controlled so no unauthorised persons can enter.</p> <p> Adequate Supervision Provided Adequate Supervision Provided</p> <p> CCTV installed CCTV installed for training, supervision &amp; security purposes</p> <p> Daily Check For Faults &amp; Damage Daily check for faults &amp; damage and that equipment is in full working order</p> <p> Damaged/Defective Equipment Is Removed From Use Any damaged / defective equipment is removed from use immediately</p> <p> Routine Maintenance Undertaken Routine maintenance is undertaken in accordance with the manufacturer's requirements</p> <p> Warning &amp; Information Signage Displayed Relevant warning &amp; information signage displayed relative to the work activity, hazard &amp; risks</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>

 <b>Hazard: Aggressive Behaviour</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury and distress to victims and those assisting victims of violent conduct.</p>	<p><b>Access Into The Premises Is Controlled</b>   Access into the premises is controlled so no unauthorised persons can enter. doors and gates to be locked when not in operation</p> <p><b>Adequate Supervision Provided</b>   Adequate Supervision Provided, to ensure the safe monitoring of staff and visitors, radio communications and other staff available if required</p> <p><b>Appropriate First Aid Provided</b>   Casualties treated by first aider until emergency help arrives</p> <p><b>CCTV installed</b>   CCTV installed for training, supervision &amp; security purposes</p> <p><b>Removal from site</b>   Anyone that is aggressive to staff or other visitors, will be asked to leave the site, to ensure the safety of others.</p> <p><b>Reporting Procedures Followed</b>   Reporting Procedures Followed</p> <p><b>Visitor Rules System Operated</b>   Visitor Rules System Operated</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>








 <b>Hazard: Challenging Behaviour</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury/distress etc. associated with challenging behaviour from Service Users</p>	<p><b>Adequate Supervision Provided</b></p> <p> Adequate Supervision Provided, there will be a staff member monitoring the course and participants at all times.</p> <p><b>CCTV installed</b></p> <p> CCTV installed for training, supervision &amp; security purposes</p> <p><b>Reporting Procedures Followed</b></p> <p> Reporting Procedures Followed, Management will be informed and can intervene where required</p> <p><b>Visitor Supervision</b></p> <p> Guardians are responsible for the behaviour of their children and themselves, staff will monitor and challenge any poor behaviour, that could lead to injury or other</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>









 <b>Hazard: Children's Play Equipment</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury to children if not assessed for safety prior to use</p>	<p><b>Appropriate First Aid Provided</b></p> <p> Casualties treated by first aider until emergency help arrives</p> <p><b>Daily Check For Faults &amp; Damage</b></p> <p> Daily check for faults &amp; damage and that equipment is in full working order</p> <p><b>Pre-start Checks Undertaken</b></p> <p> Pre-start Checks Undertaken</p> <p><b>Routine Maintenance Undertaken</b></p> <p> Routine maintenance is undertaken in accordance with the manufacturer's requirements</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>













 <b>Hazard: Control</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Employees can become stressed due to a lack of control over the way they carry out their duties</p>	<p><b>Access Into The Premises Is Controlled</b></p> <p> Access into the premises is controlled so no unauthorised persons can enter. gates are locked to the platform when not in use or supervised</p> <p><b>Adequate Supervision Provided</b></p> <p> Adequate Supervision Provided, 1 staff member monitoring access, and ropes course when in action.</p> <p><b>CCTV installed</b></p> <p> CCTV installed for training, supervision &amp; security purposes</p> <p><b>Inexperienced people monitored</b></p> <p> Inexperienced are directly supervised by parent or guardian, must be 7 Years Plus</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>











 <b>Hazard: Damaged Equipment</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury and/or ill health if the equipment is put back into service before being repaired</p>	<p> Appropriate First Aid Provided Casualties treated by first aider until emergency help arrives</p> <p> CCTV installed CCTV installed for training, supervision &amp; security purposes</p> <p> Daily Check For Faults &amp; Damage Daily check for faults &amp; damage and that equipment is in full working order</p> <p> Damaged/Defective Equipment Is Removed From Use Any damaged / defective equipment is removed from use immediately</p> <p> Employees trained in company procedures Employees trained in company procedures</p> <p> Fall Arrest/Restraint Equipment Check Prior To Use Personal Fall Protection Systems are checked prior to use by a competent person</p> <p> PPE Issued, Worn &amp; Kept In Good Condition PPE Issued, Worn &amp; Kept In Good Condition, daily visual prior to use and monthly check by competent trained person</p> <p> Pre-start Checks Undertaken Pre-start Checks Undertaken</p> <p> Reporting Procedures Followed Reporting Procedures Followed</p> <p> Routine Maintenance Undertaken Routine maintenance is undertaken in accordance with the manufacturer's requirements</p> <p> Statutory Inspection of Equipment Statutory Inspection of Equipment - Annual independent inspection carried out by Capstone</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>




















 <b>Hazard: Maintenance Activities</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury/ill health whilst carrying out maintenance activities</p>	<ul style="list-style-type: none"> <li>  <b>Hand Tools Carried Correctly</b> Hand tools are carried correctly and attached to harness         </li> <li>  <b>Only Competent Persons Can Carry Out The Task</b> Only personnel with sufficient information, instruction and training can carry out the task.         </li> <li>  <b>PPE</b> Anyone carrying out maintenance will have correct harness with relevant safety attachments,         </li> <li>  <b>Tools Kept In Good Condition</b> Regular checks on tools to ensure that they are in good order, in good repair &amp; not modified         </li> <li>  <b>Work Equipment Inspected By A Competent Person</b> Only personnel with sufficient information, instruction and training can inspect the work equipment.         </li> </ul>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>





 <b>Hazard: People Movement (Risk of Slips, Trips &amp; Falls)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury due to a variety of access/egress hazards that can cause slips, trips &amp; falls</p>	<ul style="list-style-type: none"> <li>  <b>Age Restriction</b> You must be 13 Years plus to access the ropes activity         </li> <li>  <b>Appropriate First Aid Provided</b> Casualties treated by first aider until emergency help arrives         </li> <li>  <b>CCTV installed</b> CCTV installed for training, supervision &amp; security purposes         </li> <li>  <b>Continuous Belay Safety System</b> Visitors, must clip on to continuous safety line, prior to opening gate to access the course, Clear Signage in place         </li> <li>  <b>Correct Footware</b> All visitors must have suitable footwear, Sandals not permitted, or anything that could lead to slip or trip on the course         </li> <li>  <b>Employees trained in company procedures</b> Employees trained in company procedures , rescue procedures where required         </li> <li> <b>Good Housekeeping Observed During The Task</b> </li> </ul>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>









Who can be harmed/how?	Controls in place	Risk rating
	<p> Good housekeeping standards observed &amp; maintained by operatives throughout the duration of the task</p> <p> Helmets Helmets must be worn whilst participating on the course</p> <p><b>Mandatory Safety Briefing</b></p> <p> Every visitor must attend the safety briefing prior to every session, even if visited before. they must sign consent form and aware of risks of activity</p> <p><b>Minimum Height Restriction</b></p> <p> Visitors must be at least 1.4meters (140cm) tall to participate on the High Ropes, there is a height measure located by the safety briefing to check.</p> <p><b>PPE Issued, Worn &amp; Kept In Good Condition</b></p> <p> PPE Issued, Worn &amp; Kept In Good Condition, checked daily and monthly</p> <p><b>Pro-active Monitoring In Place</b></p> <p> Pro-active monitoring systems in place,</p> <p><b>Reporting Procedures Followed</b></p> <p> Reporting Procedures Followed</p> <p><b>Routine Maintenance Undertaken</b></p> <p> Routine maintenance is undertaken in accordance with the manufacturer's requirements</p> <p><b>Staff Training</b></p> <p> Staff will be trained in accordance with training manual and FUNCHA guidance.</p> <p><b>Visitor Rules System Operated</b></p> <p> Visitor Rules System Operated</p> <p><b>Warning &amp; Information Signage Displayed</b></p> <p> Relevant warning &amp; information signage displayed relative to the work activity, hazard &amp; risks</p> <p><b>Weight Restriction</b></p> <p> Anyone over 120kg must not partake in activity, Visitors must sign consent form. This is clearly advised on Consent form and Web Booking Pages.</p>	






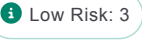
 <b>Hazard: Pre-start Checks</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury whilst carrying out pre-start up checks on work equipment &amp; machinery</p>	<p> All Employees Receive Induction Training All employees receive induction training upon commencement with the Company</p> <p> Daily Daily visual checks completed</p> <p> Damaged/Defective Equipment Is Removed From Use Any damaged / defective equipment is removed from use immediately</p> <p> Employees trained in company procedures Employees trained in company procedures</p> <p> Equipment is compliant with UK safety requirements Equipment is compliant with UK safety requirements.</p> <p> Pre-start Checks Undertaken Pre-start Checks Undertaken prior to opening the courses</p> <p> Reporting Procedures Followed Reporting Procedures Followed</p> <p> Statutory Inspection of Equipment Statutory Inspection of Equipment</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>






 <b>Hazard: Use By Unauthorised Person</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injuries arising from unauthorised use of machinery/equipment.</p>	<p> Access Into The Premises Is Controlled Access into the premises is controlled so no unauthorised persons can enter.</p> <p> All Visitors Are Accompanied All visitors are accompanied by a host of the company at all times</p> <p> Barriers In Place To Prevent Unauthorised Access Barriers In Place To Prevent Unauthorised Access</p> <p> Doors In Good Condition, Locked &amp; Secure Doors In Good Condition, Locked &amp; Secure</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>






 <b>Hazard: Young Children</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risks associated with young children</p>	<p> Access Into The Premises Is Controlled Access into the premises is controlled so no unauthorised persons can enter. Gates are locked when not in use.</p> <p> Adequate Supervision Provided Adequate Supervision Provided</p> <p> Age Restriction You must be 7 years plus to attend the course.</p> <p> All Employees Receive Induction Training All employees receive induction training upon commencement with the Company</p> <p> Appropriate First Aid Provided Casualties treated by first aider until emergency help arrives</p> <p> CCTV installed CCTV installed for training, supervision &amp; security purposes</p> <p> Inexperienced visitors Inexperienced visitors, all must attend safety briefing and demonstration how to attach.</p> <p> Visitor Rules System Operated Visitor Rules System Operated, all must follow, signage in place, noted on website and T&amp;C's</p> <p> Warning &amp; Information Signage Displayed Relevant warning &amp; information signage displayed relative to the work activity, hazard &amp; risks, Clear signage of attaching prior to opening gate.</p>	<p> Low Risk: 4</p> <p>Likelihood: 1/5 Severity: 4/5</p>









 <b>Hazard: Strenuous activity</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury/ill health due to over-exertion carried out when completing daily tasks.</p>	<p> Drinking Water Provided An adequate supply of drinking water is provided to reduce the risk of dehydration</p> <p> Medically Fit To take part in High ropes course Visitors medically fit, able to climb, users that are pregnant are not permitted,</p>	<p> Low Risk: 3</p> <p>Likelihood: 1/5 Severity: 3/5</p>










 <b>Hazard: Uneven Floor Conditions</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>As a result of damage, poor maintenance or insufficient design of floor surface and/or coverings.</p>	<p> All Employees Receive Induction Training All employees receive induction training upon commencement with the Company</p> <p> All Staff Trained In Good Housekeeping Techniques All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace</p> <p> Areas Kept Clear To Prevent Slips, Trips &amp; Falls Areas kept clear and monitored to reduce the risk of slips, trips &amp; falls around the premises.</p> <p> Good Housekeeping Observed During The Task Good housekeeping standards observed &amp; maintained by operatives throughout the duration of the task</p> <p> Pre-start Checks Undertaken Pre-start Checks Undertaken</p> <p> Regular Housekeeping Inspections Are Carried Out Regular housekeeping inspections are carried out in the workplace.</p>	<p> Low Risk: 3</p> <p>Likelihood: 1/5 Severity: 3/5</p>

 <b>Hazard: Work At Height (Risk of Falling Objects)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury to those below due to falling objects whilst working at height</p>	<p>Area Closed  If required due to maintenance works, the ropes course and area may be closed to visitors, subject to the work required.</p> <p> Barriers In Place To Prevent Unauthorised Access Barriers In Place To Prevent Unauthorised Access</p> <p> Operators Trained In Safe Operation Of Equipment Operators receive adequate information, instruction &amp; training for safely operating the equipment</p> <p> Tools Attached Any tools will be tied on and attached to trained staff on there harness.</p>	<p> Low Risk: 3</p> <p>Likelihood: 1/5 Severity: 3/5</p>

 <b>Hazard: Outdoor Work In The Sun (Exposure to UV Radiation)</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Risk of injury (sunburn) &amp; ill health (skin cancer) due to overexposure to UV radiation.</p>	<p> <b>Drinking Water Provided</b> An adequate supply of drinking water is provided to reduce the risk of dehydration</p> <p> <b>Regular Breaks Taken</b> Regular Breaks Taken</p> <p><b>Sun Screen</b></p> <p> Sun Screen Available if required from the kiosk if staff member wishes to use, if not using there own.</p>	<p> Low Risk: 2</p> <p>Likelihood: 1/5 Severity: 2/5</p>

 <b>Hazard: Collison</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Injury to themselves or other,</p>	<p> <b>Max Numbers</b> Numbers are limited, via the booking process to ensure no over crowding.</p> <p> <b>Safety Briefing</b> Rules and guidance given during mandatory safety briefing</p> <p> <b>Zip Line</b> Only one person permitted on zip line at one time.</p>	<p> Low Risk:</p> <p>Likelihood: 0/5 Severity: 3/5</p>

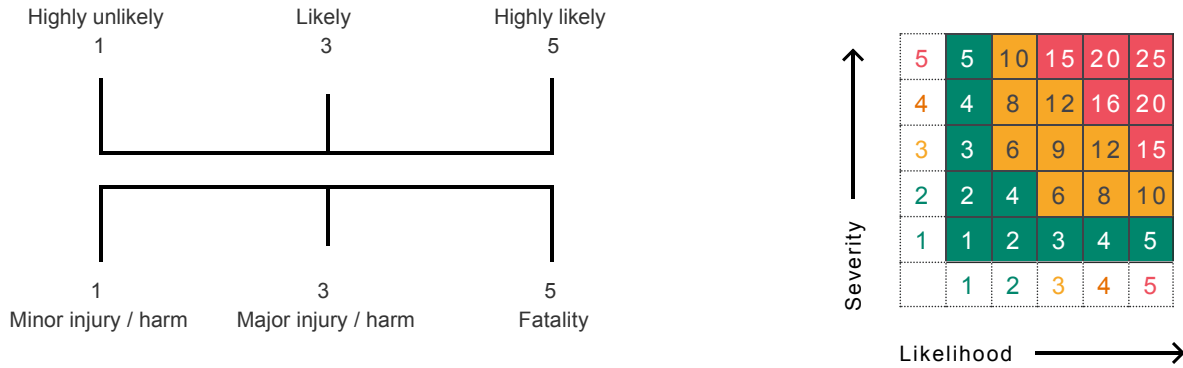
 <b>Hazard: Entanglement in Ropes, Cables or Chains</b>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Injury to person.</p>	<ul style="list-style-type: none"> <li>  <b>Activity Design</b> Activity designed by FUNCHA         </li> <li>  <b>All Employees Receive Induction Training</b> All employees receive induction training upon commencement with the Company         </li> <li>  <b>All Staff Trained In Good Housekeeping Techniques</b> All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace         </li> <li>  <b>First Aid Needs Assessment Carried Out</b> Appropriate first aid facilities &amp; personnel provided         </li> <li>  <b>Opening Checks</b> Areas checked to ensure in good working order         </li> <li>  <b>Safety Briefing</b> All visitors must attend safety briefing and sign consent form         </li> </ul>	<p>  <b>Low Risk:</b>            Likelihood: 0/5            Severity: 3/5         </p>

 <b>Hazard: PPE Failure</b>		
Failure of PPE, Harness, Clips,		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Visitors</p> <p>Injury or harm due to fall.</p>	<p><b>Checked Prior to Use</b>   All staff are trained in good housekeeping techniques &amp; the standards expected in the workplace</p> <p><b>Effective procurement</b>   Equipment sourced and purchased by competent person, to ensure correct standards.</p> <p><b>Mallions</b>   Mallions fitted to harness are tightened with Spanner, so cannot be undone by hand</p> <p><b>Monthly Checks</b>   Monthly checks of all equipment will be undertaken and logged accordingly.</p> <p><b>PPE Assembly</b>   All PPE will be checked prior to being placed in circulation and logged accordingly</p> <p><b>Removal</b>   Any equipment that is highlighted is removed from operation immediately.</p> <p><b>Training</b>   Instructors are trained in fitting Harness, operating limits. and how to check.</p>	<p> Low Risk:</p> <p>Likelihood: 0/5 Severity: 4/5</p>



### Risk rating explanation

Risk ratings are calculated by considering the likelihood of an event occurring along with the severity of the potential consequence should an accident occur. After considering existing control measures, values are assigned to the likelihood and severity from the scales below and these figures multiplied to established the risk rating.



### What do your risk ratings mean?

- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

### Safe operating procedures

1. FUNCHA guidance
2. External Annual Inspection - Capstone or Other
3. Routine Internal Checks
4. Accredited Rescue and Outdoor Adventure Training

Assessor's signature: Stuart James

Approved by signature: Stuart James

### Acknowledgements

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The signs below acknowledge receipt of this risk assessment and confirm that they have read and understood the requirements of the risk assessment.

Full name	Signature	Date

Full name	Signature	Date