



Ice Rink Risk Assessment 2021

<p>Risk Assessment Record</p> <p>Work Activity/Task under consideration:</p> <p>The provision of Two ice skating rinks and associated facilities Christmas 20219, Calverley Grounds, Tunbridge Wells.</p>	<p>Assessment Serial No: 001 Date of Assessment : November 2021</p> <p>Assessor(s): Gareth Hocking (Event Manager Skate TW)</p> <p>Location: Ice rink in Calverley Grounds.</p> <p>Signed - off by Manager: Dawn Gabriel (Operations and Events Manager)</p>
<p>One large and one smaller ice skating rinks are to be erected in Calverley Grounds during the period of early November to early January The facility will be operational from 19th November 2021 The assembly and dismantling of the structure will be carried out by Icescape who will supply risk assessments and method statements for the work activities involved. It will be ensured that these works will be completed to CDM regulations 2015. The day to day management of the facility will be carried out by Gareth Hocking who will work directly for TWBC The facility will comprise: Skating rink, an additional toddler rink then transforms into a Bavarian curling rink, First Aid room, Skate exchange, Bar / cafe Catering Vans will also be present in the park selling refreshment, gifts etc. Food hygiene and processes in the refreshment outlets may be subject to inspection by TWBC Environmental Health. The safety and authenticity of goods for sale may also come under the scrutiny of KCC Trading Standards team. The following risks assessment addresses the key hazards associate with the activity and recommended control measures to be employed by the provider. This may not be an exhaustive list and safety should be kept under review by the management team, with suitable and sufficient corrective measures put in place. It is recognised that ice sport will inevitably result in some bumps and falls. The aim should be to reduce risks to a minimum, as far as is reasonably practical. Spot checks will be carried out by the TWBC Corporate Health and Safety Advisor when the facility is in operation to ensure compliance in keeping with the council's high standards of safety.</p>	

Work activity.	The risk / Topic	Who can be harmed	Procedures in place with control measures required.
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<p>The provision and operation of an ice skating rink and associated facilities. Over the Christmas period on Calverley Grounds, Tunbridge wells.</p>	<p>Type of customer School groups Elderly Young Special educational and medical needs.</p> <p>Inadequate Clothing</p> <p>Faulty Equipment</p> <p>Behavioural management</p> <p>Staffing</p> <p>First Aid / welfare</p>	<p>Members of the public, Contractors, TWBC staff and Neighbours.</p>	<p>Ratios for under 12's school groups should be at least one member of school staff to ten pupils. Access to the facility should, as far as reasonably possible, be extended to those with disabilities subject to the necessary supervision / equipment being in place.</p> <p>Whilst on the ice suitable warm clothing to cover the whole body is essential although long scarves or clothing that may trail on the ice is not permitted. This is for staff and members of the public, Users must be assisted regarding the fitting of hired skates if required. For safety, everyone must ensure that their skates are secured tightly. Care must be taken at skate hire to prevent any injuries whilst carrying the boots. Benches should be provided to use whilst putting skates on. Exit routes must not be blocked by people sitting on floors.</p> <p>Generators and similar equipment must be visually checked before use and are subject to the provisions of PUWER as well as any other H+S regulations.</p> <p>The duty manager should retain the right to refuse entry to the facility on H&S or conduct grounds. Incidents of violence and aggression towards staff must be reported. Smoking should not be permitted in any enclosed or semi enclosed areas. Industry supervision levels and suitable specialist staff to be employed with staff to be ideally of mixed gender.</p> <p>The nature of the activity will identify specific types of hazard which could result in injury. Competence & suitable experience, reflecting the activity, the venue and the type of group, is therefore essential. Provision of a phone to be made available on site for contact with the emergency's services. All staff should be briefed on the action to be taken in the result of a serious fall & of typical rink related incidents and how to deal with them.</p>
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	<p style="text-align: center;">Behaviour and responsibilities</p>	<p>First aid provision on site will be provided by a private specialist contractor. EMFS Group There will be at least one member of their staff on site at all times, with adequate facilities and equipment to deal with situations as they arise.</p> <p>There should be a space for injured parties to rest and recover if necessary, under shelter.</p> <p>There should be access to drinking water, hand washing and toilet facilities.</p> <p>The site should ensure telephone access available for calls to emergency services</p> <p>Significant Accident / incidents e.g. fractures, should be reported to the TWBC Safety Advisor. Incident statistics will be monitored by the H+S Advisor to pick up any trends and suitable measures will be put in place.</p> <p>Experienced Ice rink stewards will supervise junior / temporary staff.</p> <p>For comfort we advise that staff and public wear warm clothing preferable long trousers or jeans, a top with long sleeves and a pair of gloves.</p> <p>Groups: The responsibility of group supervision lies with the group leaders. The behaviour of group members could have an impact on the visit and it is important that group leaders plan for any interventions from arena staff in the case of unsatisfactory behaviour.</p> <p>The arena staff will offer advice and assistance where possible to groups and members. Failure to comply with instruction from staff members could result in a member of the group being asked to leave the ice and prohibited from skating. Any serious incidents might result in a member of the group being asked to leave the building, should this occur it is important that the group leaders are fully able to take responsibility for any members of the group that are no longer permitted into the building</p> <p>For safety, skating should be one directional where possible.</p> <p>No-one should be allowed to sit or climb over the safety barrier.</p> <p>Skaters must not skate at excessive speed and not push or deliberately run into other skaters.</p> <p>Skating in long chains should not be allowed e.g. conga style.</p> <p>Games of tag on the ice can be very dangerous and they too are not allowed. Under no circumstances must anybody be allowed to walk on the ice in normal shoes (except for the Duty Manager in shoe grips as required)</p>
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	<p>Equipment</p> <p>Environmental issues</p> <p>Vehicular movement</p> <p>Fire / Emergency Procedures Accidents and major incidents resulting in injury or other unforeseen events.</p> <p>Slips and falls (on ice)</p> <p>Slips and falls (off ice)</p> <p>Ice Resurface</p>	<p>Suitable and sufficient equipment must be provided for staff / public use. Appropriate training undertaken at the beginning of the day must be given and where appropriate, visual checks of equipment</p> <p>Waste collection contracted to Country style and waste bins located around the site</p> <p>To be controlled by site manager. All vehicles to have a banksman within the park and follow park rules. A sign is placed here with instructions.</p> <p>Emergency procedures should be in place, together with the required fire fighting equipment. Flammable substances must be stored and used safely. Hazardous substances must be kept out of the reach of customers, particularly children. Staff will take control in the event of an evacuation on site and all skaters and spectators must follow any instructions they are given. Group leaders can assist by asking members to remain calm and await instructions.</p> <p>There is a high risk of falling on the ice, the majority of falls will not result in injury, wearing the correct clothing and following the ice rules will help to minimise the risk of injury. Collisions with other skaters could occur; skaters should ensure they skate at safe speeds and with enough space away from others. The condition of the ice and ice skates will be managed careful to reduce risks.</p> <p>The floors can get wet due to the water on skates after skating and might be slippery, not running and taking care when walking in skates will help prevent slips. All members of the public should familiarise themselves with the area and take care whilst spectating and making their way around. Always use hand rails when using the stairs. Rubber matting will be provided where slips are most likely around the site.</p> <p>A vehicle is used to resurface the ice at the end of the session and occasionally during the session where it may be required. Skaters and spectators are not permitted onto the ice when the vehicle is in use. Safety barriers are used and should be closed at all times for resurface. Groups should supervise members to ensure no access is attempted and the barriers are not interfered with. Only authorised and competent staff will drive this vehicle.</p>
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	<p>Skate sharpness</p> <p>Supervision</p> <p>Monitoring and Inspection</p> <p>Wheelchair users</p>		<p>Skates need to be maintained in a good condition to assist the skater. All skates are sharpened by trained personnel at the beginning of the season and the condition of the skates is checked regularly. To avoid blunting skates, which subsequently puts later skaters at risk, and to limit trip hazards the skate hire marquee has a rubber matting floor. Skaters must remove skates before leaving the marquee, except to go on the ice.</p> <p>Standards at the rink are maintained by trained stewards. Skaters are supervised at all times and we will maintain the right to ask someone to stop skating should we assess that they are not competent or if they are putting themselves and others at risk.</p> <p>The Council's Health and Safety Advisor will undertake regular visits to the ice-rink to check safety standards. Any required actions will be logged and recorded. Regular checks will take place on site by the management team and these will be recorded.</p> <p>We welcome wheelchair users to take to the ice and join in the fun in their own wheelchair. Must be accompanied by a responsible person in skates at all times when on the ice. This also includes motorised wheelchair users. Supervised by a competent skater whether a family member, friend or member of staff. Wheelchair user to ensure to mention that they are a wheelchair user when booking ticket. In the interests of Health & Safety for all users, certain sessions will not be available for the use of wheelchairs. Upon arrival at the rink our staff will assist the wheelchair user and companion onto the ice via ramped access. Session availability is restricted and will be limited subject to availability. Wheelchair is briefly inspected before allowing on the ice by Stewards. Inspecting each chair prior to it going on the ice.</p> <p>Management will provide adequate information and training for staff on the issue of safety on the ice including wheelchairs. This session will be provided to the individuals supervising the rink.</p>
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	Lone working		<p>We will confirm that skaters are supervised at all times and that we will maintain the right to ask someone to stop skating should we assess their wheelchair to be unsuitable.</p> <p>A portaloo will be provided on site for staff use, so not having to leave the complex.</p>
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