

Risk Assessment Guidance

The assessor can assign values for the hazard severity (a) and likelihood of occurrence (b) (taking into account the frequency and duration of exposure) on a scale of 1 to 5, then multiply them together to give the rating band:

Hazard Severity (a)	Likelihood of Occurrence (b)
1 – Trivial (e.g. discomfort, slight bruising, self-help recovery)	1 – Remote (almost never)
2 – Minor (e.g. small cut, abrasion, basic first aid need)	2 – Unlikely (occurs rarely)
3 – Moderate (e.g. strain, sprain, incapacitation > 3 days)	3 – Possible (could occur, but uncommon)
4 – Serious (e.g. fracture, hospitalisation >24 hrs, incapacitation >4 weeks)	4 – Likely (recurrent but not frequent)
5 – Fatal (single or multiple)	5 – Very likely (occurs frequently)

The risk rating (high, medium or low) indicates the level of response required to be taken when designing the action plan.

	Trivial	Minor	Moderate	Serious	Fatal
Remote	1	2	3	4	5
Unlikely	2	4	6	8	10
Possible	3	6	9	12	15
Likely	4	8	12	16	20
Very likely	5	10	15	20	25

Rating Bands (a x b)		
LOW RISK (1 – 8)	MEDIUM RISK (9 - 12)	HIGH RISK (15 - 25)
Continue, but review periodically to ensure controls remain effective	Continue, but implement additional reasonably practicable controls where possible and monitor regularly	<p style="text-align: center;">-STOP THE ACTIVITY-</p> Identify new controls. Activity must not proceed until risks are reduced to a low or medium level

Risk Assessment Record

Risk Assessment of: Paintball		Assessor(s):	Date:			
Overview of activity / location / equipment / conditions being assessed:		TRANSPORTATION OF EQUIPMENT (INCLUDING CO2 AND PROPANE GAS CYLINDERS)				
Generic or specific assessment?		Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)				
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Paintball Guns (Markers)	All Staff and Public	Ensure all markers are properly dismantled and no paintballs or gas bottles are left in them.	2	1	2	Current controls are sufficient
		Ensure goggles are on at all time while dealing with markers.	2	1	2	
Gas Cylinders	All Staff and Public	Ensure that cylinders are properly secured and that all instructions contained in relevant COSSH sheets regarding gases are followed, fully understood and implemented.	2	1	2	Current controls are sufficient
		<u>Under no circumstances should cylinders be transported with regulators fitted.</u>	2	1	2	
Journey to and from site	Current controls are sufficient	Ensure the person designated to drive the vehicle is in possession of a relevant driving licence, is properly insured for carrying work equipment and is capable of driving the vehicle in question (<u>an assessment should be made to ascertain the suitability of the designated driver</u>).	1	1	1	Current controls are sufficient
Loading and unloading of vehicle. Upper limb injuries, slips and falls	Staff	▪ Ensure that person who is to load or assist in loading is fit and capable	2	1	2	Current controls are sufficient
		▪ Follow manual handling techniques as laid down in HASAW Act	2	1	2	
		▪ Ensure load is correctly distributed to avoid any items slipping whilst loading or unloading	2	1	2	

		▪ Ensure sensible footwear is worn to avoid <u>slipping on surfaces when wet</u>			
Assessor signature:		Print name:	Review date:		

Risk Assessment of: Paintball		Assessor(s):	Date:			
Overview of activity / location / equipment / conditions being assessed:		PREPARATION OF SITE AND EQUIPMENT				
Generic or specific assessment?		Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)				
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Boundaries of playing fields. Unauthorised entry by members of the public	All, Staff and Public	▪ On arrival at site and subsequent to unloading of equipment, an inspection of playing fields should be carried out by trained personnel to ensure that all boundary ropes or fences are in a proper state of repair and any defects must be rectified before commencement of games	2	1	2	Current controls are sufficient
		▪ Ensure that any boundaries which may contain barbed wire, or similar, are free of weeds and other possible obstructions so that they are clearly visible by players	2	1	2	
		▪ Ensure signs are correctly positioned to inform and warn players and public that they are not to enter any playing area without the permission of the meeting executive and that paintballing is dangerous	2	1	2	
Equipment, Guns, Goggles and other PPE	All, Staff and Public	▪ Ensure that all staff are given full training and are supervised until considered competent in using equipment	2	1	2	Current controls are sufficient
		▪ Guns and goggles should only be prepared by competent persons	2	1	2	
Equipment, Guns, Goggles and other	All, Staff and Public	▪ Guns should be tested and regulated to discharge paintballs at a rate of no more than	2	1	2	Current controls are sufficient

PPE cont. Possible serious injury or loss of eye		260 feet per second (<u>this exercise should be repeated at regular intervals throughout the day</u>) <ul style="list-style-type: none"> ▪ Ensure chronograph is fully serviceable ▪ The workshop for the guns must be totally off limits to any person who is not qualified to service the guns, warning signage should be in place to this effect ▪ Routine servicing and constant visual inspection on all items of equipment must be carried out by competent persons ▪ Only goggles approved by the meeting executive can be used and they must comply with laid down criteria 	2	1	2	
			2	1	2	
			2	1	2	
			4	1	4	
Filling of gas bottles for guns, possible injury if incorrectly carried out	All, Staff and Public	<ul style="list-style-type: none"> ▪ No-one should attempt to fill CO2 gas bottles until they have received full training and supervision in the use of the equipment ▪ Ensure that no members of the public are in the proximity whilst the filling of the bottles is being carried out ▪ Ensure that gas bottles are not over filled and are kept out of direct sunlight 	2	1	2	Current controls are sufficient
			2	1	2	
			2	1	2	
Assessor signature:		Print name:	Review date:			

Risk Assessment of: Paintball		Assessor(s):	Date:			
Overview of activity / location / equipment / conditions being assessed:	CATERING AREA AND EQUIPMENT					
Generic or specific assessment?	Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)					
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Food Safety	All, Staff and Public	<ul style="list-style-type: none"> ▪ Ensure that staff are trained to a competent level in food safety ▪ Observe basic food hygiene i.e. Separate chopping 	2	1	2	Current controls are sufficient

Food Safety cont.		boards and knives for different food types <ul style="list-style-type: none"> ▪ Ensure all equipment is properly cleaned and sterilised before and after use ▪ Staff should not wear any loose fitting jewellery and all jewellery should be kept to an absolute minimum ▪ All cuts and abrasions should be covered in catering style (blue) plasters ▪ No member of staff should enter the food preparation area if they are suffering from or have recently suffered from any form of viral infection until cleared for food work by their GP 				
Burns and scalds – hot liquids	Staff	<ul style="list-style-type: none"> ▪ Training and care in pan safety, i.e. no hot liquids to be carried in bulk, handles protruding over edges of cookers and work tables ▪ Ensure that all utensils are in good order and complete i.e. handles and grips 	2	1	2	Current controls are sufficient
Burns and scalds – Equipment	Staff	<ul style="list-style-type: none"> ▪ Training and care in the use of griddle, boilers, ovens and all other ‘hot’ equipment ▪ Hot surface warning signs 	2	1	2	Current controls are sufficient
Knife safety	Staff	<ul style="list-style-type: none"> ▪ Training in care and use ▪ Ensure that right knife is used for job ▪ Keep knives sharp and in good condition ▪ Store separately from other utensils ▪ Never cut towards self, always away ▪ Never try to catch a falling knife ▪ Never walk around with uncovered or unshielded knives ▪ Ensure cutting boards are secure 	2	1	2	Current controls are sufficient
Use of cleaning chemicals	Staff	<ul style="list-style-type: none"> ▪ Use approved chemicals only ▪ Training in accordance with COSHH ▪ Availability and use of appropriate PPE ▪ Ensure correctly labeled in correct containers 	1	1	1	Current controls are sufficient
Assessor signature:		Print name:	Review date:			

Risk Assessment of: Paintball		Assessor(s):	Date:			
Overview of activity / location / equipment / conditions being assessed:		BEFORE COMMENCEMENT OF GAME				
Generic or specific assessment?		Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)				
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Issue of PPE (including goggles)	All, Staff and Public	<ul style="list-style-type: none"> ▪ Ensure that all PPE (including goggles) is clean, of proper fit and conforms with safety regulations ▪ Never issue worn or defective PPE ▪ At time of issue stress the importance of '<u>looking after</u>' equipment 	2	1	2	Current controls are sufficient
Induction talk	All, Staff and Public	<ul style="list-style-type: none"> ▪ Whether players are novices or experienced, all must attend and pay attention to the induction talk ▪ The biggest priority of the talk must, at all times, be safety 	2	1	2	Current controls are sufficient
		<ul style="list-style-type: none"> ▪ Points of Safety to be addressed are: 1. The wearing of goggles: ▪ Goggles should be worn in accordance with manufactures recommendations ▪ They must be worn at all times outside the 'safe' area ▪ They must never be lifted even if hit by a paintball <p>It must be strongly pointed out that any infringement of the above can result in serious eye injury or in worst case scenario eye loss.</p>	2	1	2	
		<ul style="list-style-type: none"> 2. Signage: ▪ All safety signage must be pointed out and the meaning of such signage must be fully explained 3. Use of Guns: ▪ It is absolutely imperative to explain the seriousness of using the guns appropriately 	2	1	2	

Induction Talk cont.		<ul style="list-style-type: none"> ▪ It must be explained fully that if someone is shot at close range it can result in bruising and therefore close range shooting should wherever possible be avoided ▪ No gun should ever be taken into the safe area for whatever reason but any problem should be reported to an official Marshall either on the field of play or once the gun has been racked and the player is back in the safe area reported to a Marshall so that the problem can be rectified before the commencement of the next game <p>4. Rules of the game:</p> <ul style="list-style-type: none"> ▪ All rules must be fully explained and the above safety rules repeatedly used during the explanation ▪ It should also be fully explained that where it is not possible to segregate different standards of players, due to numbers in attendance, there may well be novices mixed in with more experienced players and this must be remembered and considered by all <p>5. Alcohol and Smoking:</p> <ul style="list-style-type: none"> ▪ No alcohol will be available for purchase by any member of the staff or public. ▪ If players arrive with alcohol for their own consumption, it must be handed to the meeting executive and only consumed at the end of the final game of the day <p>REMEMBER GUNS AND ALCOHOL DO NOT MIX!</p>	2	1	2	
Fitness and First Aid	All, Staff and Public	<ul style="list-style-type: none"> ▪ It is the duty of any player or member of staff to disclose any reason why it may be unsafe for them due to injury or other ailment to participate in what can be a physically demanding pastime and a signed declaration should be obtained at time of signing on ▪ First aiders and Marshalls must be introduced to all players so that they know who to talk to in case of injury or other problems 	2	1	2	Current controls are sufficient
Assessor signature:		Print name:	Review date:			

Risk Assessment of: Paintball		Assessor(s):		Date:		
Overview of activity / location / equipment / conditions being assessed:		YOUNG PEOPLE AND THOSE WITH LEARNING DIFFICULTIES				
Generic or specific assessment?		Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)				
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Young people and those with learning difficulties	All, Staff and Public	<ul style="list-style-type: none"> ▪ It is vitally important that wherever and whenever young or vulnerable people are present, a separate induction talk should take place and the meeting executive should ensure that those young or vulnerable people have not only listened, but fully understand the safety issues and rules of the game 	2	1	2	Current controls are sufficient
		<ul style="list-style-type: none"> ▪ Young or vulnerable people should not be allowed to enter games involving experienced players 	2	1	2	
		<ul style="list-style-type: none"> ▪ A much higher ratio of marshals to players should be allocated for young or vulnerable people than should be necessary for older or more experienced players <p>REMEMBER YOUNG OR VULNERABLE PEOPLE WILL TEND TO FORGET THE SAFETY AND GAMEPLAY RULES WHEN THEY ARE EXCITED</p> <p>- IT IS THEREFORE ESSENTIAL THAT THE RULES ARE REPEATED AT FREQUENT INTERVALS</p>	2	1	2	
		<p><u>DURING THE DAY!</u></p> <ul style="list-style-type: none"> ▪ No person falling into the category of Young, vulnerable or with Learning Difficulties will be permitted to play unless they can demonstrate that they have fully understood the safety and 	2	1	2	

Young people and those with learning difficulties, cont.		gameplay rules <ul style="list-style-type: none"> If a person is under the age of 18 years a parent or guardian must sign on their behalf to declare the young person's fitness and ability to partake in the game 	2	1	2	
Assessor signature:		Print name:	Review date:			

Risk Assessment of: Paintball		Assessor(s):	Date:			
Overview of activity / location / equipment / conditions being assessed:		GENERAL SITE SAFETY				
Generic or specific assessment?		Context of assessment (delete as appropriate): planning stage / 'desk-top' exercise / site visit / in consultation with employees / in consultation with managers / other (please describe)				
Hazard(s) identified	Persons affected	Existing controls	A	B	A x B	Additional controls required
Slips, trips and falls – personal injury	All, Staff and Public	<ul style="list-style-type: none"> Wherever possible, obstacles shall be removed if considered dangerous All participants should be informed at time of booking that proper, stout footwear should be worn and any unsuitable footwear should be discouraged by the meeting executive 	2	1	2	Current controls are sufficient
Violent or aggressive behaviour	All, Staff and Public	<ul style="list-style-type: none"> Inform the meeting executive of any situation that arises Stay calm and try to reason with offender but do not put yourself at any risk Ensure staff are trained and properly supervised in dealing with 'difficult' customers If a situation looks likely to become violent move everybody away from the offender <p>DO NOT TRY TO MOVE THE OFFENDER AWAY FROM OTHER MEMBERS OF STAFF OR PUBLIC UNLESS YOU ARE CONFIDENT THAT THIS WILL NOT</p>	2	1	2	Current controls are sufficient

		CAUSE FURTHER PROBLEMS				
Fire	All, Staff and Public	<ul style="list-style-type: none"> ▪ Adequate fire fighting equipment should be on site to deal with any small fire either in the kitchen area or safe area ▪ Ensure that staff are instructed in the proper method of using fire fighting equipment ▪ An established method of contacting the emergency services must always be available, a mobile phone will suffice in this capacity but it is the duty of the meeting executive to ensure the battery is charged, a good signal is present and the numbers to phone are documented 	2	1	2	Current controls are sufficient
			2	1	2	
			2	1	2	
Assessor signature:		Print name:	Review date:			

