

# ESCAPE HQ AUCKLAND

## Health & Safety Risk Assessment

<b>PREMISES INFORMATION</b>																								
<b>LOCATION</b>	495 Lake Road, Takapuna, North Shore																							
<b>TELEPHONE NUMBER</b>	(09) 489 4999																							
<b>VENUE CAPACITY</b>	76 people																							
<b>RISK MITIGATION</b>																								
<b>RISK</b>	<b>MITIGATING STRATEGY</b>																							
<b>OH&amp;S RISK</b>	OH&S Safety Inspection Checklist completed																							
<b>STAFF TRAINING</b>	All staff (or appointed staff where appropriate) trained in: <ul style="list-style-type: none"> <li>• Evacuation Procedures</li> </ul>																							
<b>BUILDING ACCESS</b>	General and emergency access available, including disability access																							
<b>CUSTOMER SAFETY</b>	Customers are briefed about safety before their game. Customers are monitored during game play via CCTV. No strenuous activity is required at any time.																							
<b>SUPERVISION</b>	Customers are supervised at all times. Players under 15 must be accompanied by an adult.																							
<b>LICENSES, INSURANCE &amp; QUALIFICATIONS</b>	Escape HQ and its employees hold appropriate licenses, insurance and qualifications. Copies are displayed on premises where appropriate.																							
<b>RISK ASSESSMENT</b>																								
<p><b>Risk Matrix</b></p> <table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td rowspan="3" style="text-align: center; vertical-align: middle;"><b>Con seq uen ce</b></td> <td style="text-align: center;"><b>High</b></td> <td style="background-color: yellow; text-align: center;">Mediu m</td> <td style="background-color: red; text-align: center;">High</td> <td style="background-color: red; text-align: center;">High</td> </tr> <tr> <td style="text-align: center;"><b>Mediu m</b></td> <td style="background-color: green; text-align: center;">Low</td> <td style="background-color: yellow; text-align: center;">Medium</td> <td style="background-color: red; text-align: center;">High</td> </tr> <tr> <td style="text-align: center;"><b>Low</b></td> <td style="background-color: green; text-align: center;">High</td> <td style="background-color: green; text-align: center;">Low</td> <td style="background-color: yellow; text-align: center;">Mediu m</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;"><b>Low</b></td> <td style="text-align: center;"><b>Mediu m</b></td> <td style="text-align: center;"><b>High</b></td> </tr> <tr> <td></td> <td></td> <td colspan="3" style="text-align: center;"><b>Likelihood</b></td> </tr> </table>		<b>Con seq uen ce</b>	<b>High</b>	Mediu m	High	High	<b>Mediu m</b>	Low	Medium	High	<b>Low</b>	High	Low	Mediu m			<b>Low</b>	<b>Mediu m</b>	<b>High</b>			<b>Likelihood</b>		
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		<b>Likelihood</b>																						
<p>The aim of our risk assessment process is to minimise the likelihood or consequence of a particular risk to a level that is minimal and that we are prepared to accept.</p> <p>The Risk Management process includes:</p> <ol style="list-style-type: none"> <li>1. Identification of a potential hazard</li> <li>2. Identification of the associated risk</li> <li>3. Assessment of the risk - which includes: <ul style="list-style-type: none"> <li>- the likelihood</li> <li>- the consequence</li> <li>- assigning a priority for rectification</li> </ul> </li> <li>4. Control of the risk - using a hierarchy of control measures consisting of (in order of preference): <ol style="list-style-type: none"> <li>A. Elimination</li> <li>B. Substitution</li> </ol> </li> </ol>																								

- C. Isolation
- D. Engineering Controls
- E. Administrative Controls
- F. Personal Protective Equipment (PPE)
- 5. Documentation of the process
- 6. Monitoring and Review of the process.

Based on our assessment of overall risks, paired with ongoing monitoring of mitigating strategies conducted by Management, it is our opinion that Escape HQ provides a low risk activity. Please contact Management if further information is required.

<b>MANAGER NAME</b>	Jessica Honiss
<b>DATE</b>	30-04-24