Archery Mini (Sucker Darts) - Risk Assessment

Company:	The Fun Experts	Location (Site / Building / Room):	Events				
Assessment Date:	20 March 2025	Review Date:	31 March 2026 (or if changes to the risk)				
Assessor's Name:	James Hindle	Job Title:	Logistics Co-Ordinator (IOSH)				
Description of Task:	Transportation, Assembly and Use of Archery Mini (Sucker Darts) Equipment						

Description of			Evaluation and	Curre	nt risk ra	ating*	Identify any	Timescale for	Risk Rating			
the hazard (or hazardous event)	hazardous at risk? risk?		Control Measures	L	С	R	additional controls that may be needed	additional controls and responsible person	L (Low)	M (Medium)	H (High)	
Loading, Handling and Transportation of Equipment	Operator / Spectator	Injury whilst handling equipment	a). Equipment must be handled in the correct manner. b). Manual handling should be reduced to a minimum by using available trolleys / trucks. c). Ramps / Lifts to be used when required and available. d). Loads must be correctly secured. e). Individuals are not to undertake anything that puts themselves or anyone at risk.	1	2	2	1. Where required individuals can assist in handling the equipment and adhering to site Manual Handling measures. 2. Staff are to wear PPE at all times in accordance with the Clients requirements and site guidelines.	N/A	2	N/A	N/A	
Installation of Equipment on site	Operator / Spectator Participants	Injury whilst installing the equipment Damage to venue	a). The equipment is inspected before installation to ensure it is free from damage.	1	2	2	1. The equipment is secured with 30cm long 20mm diameter metal pegs if installed on grass.	N/A	2	N/A	N/A	

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Installation of	Operator / Spectator	Injury whilst	b). The Operators				2.If installed on hard				
Equipment on site	Participants	installing the	must have clear				standing sandbags are used				
(Cont.)		equipment	access to the setup				to secure the equipment.				
			area.								
		Damage to venue	c). The setup area								
			must be level and								
			free from any debris.								
			d). The Operator								
			must be informed of								
			any underground								
			services, cables,								
			weight limits or any								
			external factors that								
			may hinder								
			installation of the								
			equipment.								
			e). The equipment								
			should not be								
			installed near								
			overhead power								
			lines.								
			f). The equipment								
			should not be								
			installed near any								
			low-level lighting,								
			fixtures, fittings,								
			displays or								
			ornaments etc. that								
			pose a risk of falling.								
			g). Public access								
			must be restricted								
			and no participants /								
			public are allowed in								
			or behind the area								
			cordoned off for the								
			activity.								
Ground Type	Operator / Spectator	Injury to	a). The equipment	1	1	1	1.The equipment is suitable	N/A	1	N/A	N/A
- 7	Participants	Participant	can be installed on	_	_		for indoor and outdoor use.			,	.,,.
		. 3	grass or hard								
			standing.								
			b). The area must be								
Ground Type (Cont.)	Operator / Spectator		clear and free from								
Ground Type (cont.)	Operator / Spectator		cicar and nee nom								

	Participants	Injury to Participant	debris / animal waste.							
Operation of Equipment on site	Operator / Spectator Participants	Injury to Operator Injury to Spectator Injury to Participants	a). Participants will be instructed to form a queue in front of the equipment in view of the Operator who will control the queue. b).Participants and Spectators must follow the Trained Operator instructions at all times. c). The Arrows used are safe sucker type darts.	1	1	1.Spectators are to be a minimum of 5 meters distance away from the equipment and not allowed to sit / rest or interfere with the equipment at any time. 2.Where applicable, equipment is to be cleaned after use and using approved cleaning materials.	N/A	1	N/A	N/A
User Safety	Operator / Spectator Participants	Injury to Operator Injury to Spectator Injury to Participants	a). Participants who appear to be under the influence of alcohol / drugs will be refused access to the equipment. b). The Operator reserves the right to refuse permission to anyone they feel may be unsafe to partake in the activity. c). Participants must be wearing suitable clothing for the activity. d). Items of loose clothing must be	1	1	1. Where applicable, a Trained Operator will be in control of the equipment at all times who is briefed on the safe running of the equipment. 2. Trained Operators receive annual training and updates on the equipment operation. 3. The Fun Experts hold no liability for the onset of any medical condition or injury sustained from partaking in this activity.	N/A	1	N/A	N/A
User Safety (cont.)	Operator / Spectator Participants	Injury to Operator Injury to Spectator	secured and any watches, jewellery,							

		Injury to Participants	glasses must be removed or secured								
			prior to taking part in the activity. e). Long hair should								
			be tied back and secured.								
			f). Children must be supervised by an								
			adult at all times. g). Food and Drink								
			inclusive of chewing gum and sweets will								
			not be allowed in the operating area.								
			h). Participants should be aware of								
			their own physical ability and notify the								
			Operator if they want to end the								
			activity. i). Anyone suffering								
			from any, physical								
			impairment or mobility restrictions								
			must notify the Operator so they can								
			ensure safe participation where								
			possible on this activity.								
			j). The equipment must be used in								
			accordance with the Manufacturers								
			guidelines.								
Weather	Operator / Spectator Participants	Injury to Operator Injury to Spectator	a). The equipment is suitable for use in all weather conditions.	1	1	1	N/A	N/A	1	N/A	N/A

Participants (slip / trip/ falls)	b). The Operator reserves the right to close the operation if					
	due to heavy rain / wind the ground and operating conditions					
	are compromised and they feel it is unsafe to continue with the activity.					
	,					

Risk Rating Calculator

(Likelihood x Consequence = Risk)

	Likelihood that hazardous event will occur	Consequence of hazardous event				
1	Very unlikely	1	Insignificant (no injury)			
2	Unlikely	2	Minor (minor injury requiring first aid only)			
3	Fairly likely	3	Moderate (Up to three days absence)			
4	Likely	4	Major (More than seven days absence)			
5	Very likely	5	Catastrophic (Permanent injury or death)			

Action Level Table

Risk Rating	Risk Level	Actions to be ta	aken
20 – 25	Very High Risk	STOP!	Stop the activity and take immediate action to reduce the risk, a detailed plan should be developed and
20-25	very riigii kisk		implemented before work commences or continues. Senior management should monitor the plan.
15 – 16 High Risk		Urgent Action!	Take immediate action and stop the activity if necessary, maintain existing controls rigorously. The
			continued effectiveness of control measures should be monitored periodically.
8 – 12	Moderate Risk	Action	Moderate risks may be tolerated for short periods only while further control measures to reduce the
8-12	wioderate Risk		risk are being planned and implemented. Improvements should be made within specified timescales.
2 6	Low Risk	Monitor	Look to improve at the next review or if there is a significant change. Monitor the situation periodically
3 – 6	LOW RISK		to determine if new control measures are required.
1 2	Vers Levy Diels	No Action	No further action is usually required, but ensure that existing controls are maintained and reviewed
1-2	Very Low Risk		regularly.



The above RA is based on guidelines and advice from Manufacturers and 'The Fun Experts' operating equipment within current HSE requirements and should be read in conjunction with 'The Fun Experts' Method Statement. The current Public Liability Insurance covers each item, for an amount of £10 million subject to our Terms and Conditions. If there are any questions relating to the use of the equipment please contact 'The Fun Experts'.