



## THE CHRISTMAS ADVENTURE RISK ASSESSMENT RECORD

Name: Amy Thornton \_\_\_\_\_ Position: General Manager \_\_\_\_\_ Event :General \_\_\_\_\_

Managers signature \_\_\_\_\_ Date \_\_\_\_\_

\* Considering the risk assessment, are all reasonable precautions in place? Yes / No If No, list further action to be taken.

**Note: Consider all people at risk e.g. employees, customers, contractors, public, etc. Consider in particular vulnerable people e.g. young people, disabled people**

Activity/process/ Operation?	How might people be harmed?	Precautions already taken?	Further action to be taken? *	By date?	By whom?
<b><u>Illuminated Maze</u></b>	Trips / Falls	Public are warned that surface may be uneven due to gravel	No		
		Maze is checked daily for any hazards.	No		
		Public are warned that when wet the surface may become more slippery.	No		
	Electrical shock	All Lights are protected by appropriately rated RCD and inspected yearly by a qualified Electrician as part of the electrical installation.	No		
		All lighting is checked daily by our trained lighting technician.	No		

**Continuation Sheet of .**

Activity/process/ Operation?	How might people be harmed?	Precautions already taken?	Further action to be taken? *	By date?	By whom?
<p><b><u>Enchanted Wood</u></b></p>	Trips / Falls	<p>Public are warned that surface may be uneven due to gravel surface.</p> <p>Walk is checked daily and throughout the day for any hazards</p> <p>If it is dark or wet customers can ask for umbrellas and torches.</p>	<p>No</p> <p>No</p> <p>No</p>		
	Electrical shock	<p>All Lights are protected by appropriately rated RCD and inspected yearly by a qualified Electrician as part of the electrical installation.</p> <p>All lighting is checked daily by our trained lighting technician</p>	<p>No</p> <p>No</p>		
	Drowning	<p>Water round the edge of the lake is protected – the ski track is by the side of the lake and therefore walkers are unable to access the water. Public are warned to keep to the designated paths.</p>	<p>No</p>		
	Falling branches	<p>Wood is a natural wood, in high winds branches may fall. Trees are assessed at the start of each season by a tree surgeon and any loose branches are removed precautionary.</p>	<p>No</p>		

**Continuation Sheet**         **of**        

Activity/process/ Operation?	How might people be harmed?	Precautions already taken?	Further action to be taken? *	By date?	By whom?
<p><b><u>Skiing through the Enchanted Wood</u></b></p>	Falls	<p>Public are given guidance by our trained Ski Marshals about how to use the ski equipment but some falls may occur due to the inexperience of the customer. However it is on carpet and would not cause a serious injury. It is unlikely that any fall would occur at speed as there are only gradual inclines. Marshals patrol the ski track at all times. They are 1<sup>st</sup> Aid trained and carry 1<sup>st</sup> aid kits.</p>	No		
	Electrical shock	<p>Ski track is checked daily and throughout the day for any hazards</p>	No		
		<p>If it is dark or wet customers are told to take extra care.</p>	No		
	Drowning	<p>All lights are encased in correct covering. All lights are checked daily by a lighting technician.</p>	No		
<p>Lights will trip section out if there is ever a problem. All lights are PAT tested at the start of the season.</p>		No			
	<p>There is water round the edge of the lake which is protected by a rope. Public are warned to keep to the designated paths.</p>	No			

**Continuation Sheet    of    .**

Activity/process/ Operation?	How might people be harmed?	Precautions already taken?	Further action to be taken? *	By date?	By whom?
<p><b><u>Ice Skating</u></b></p>	Falling branches	Wood is a natural wood, in high winds branches may fall. Trees are assessed at the start of each season by a tree surgeon and any loose branches are removed precautionarily.	No		
	Falls	Public are given guidance by our trained Skate Marshals about how to use the skate equipment but some falls may occur due to the inexperience of the customer. There are Marshals on the ice at all times. They are 1 <sup>st</sup> Aid trained and carry 1 <sup>st</sup> aid kits.	No		
	Finger injury	Skates are sharpened so customers are told that they must wear gloves on the ice, they can either bring their own or use ours.	No		
	Collisions	Skaters are told to skate in one direction to prevent collisions. This is monitored by the marshals on the ice.	No		

## Legal Requirements and Further Attraction Information

Public Liability	The Christmas Adventure is covered by Public Liability Insurance to the amount of <b>£10 million</b> . The Policy is with <b>Marsh Insurance (Policy No :)</b> .
Local Enforcement Agency	<b>Royal Borough of Windsor and Maidenhead.</b>
Food Safety and Hygiene	Our Café operates in accordance with the Food Safety Act 1990. They are regularly inspected by the local Environmental Health Department.
Attraction Staff / Staff identification	All staff wear uniforms and name badges for easy identification. CRB checks are undertaken for key staff members and Santa.
Vehicle traffic	Coaches drop off in the car park and group leaders must take care of their party due to moving traffic whilst in the car park.
Weather	Please be prepared for rain at all times and wear sensible flat footwear or wellies due to the natural undulation of the woodland areas. A spare pair of socks is also advisable if there has been snow or rain before your visit as the ground is more likely to become muddy.
Slips/ Trips/ Falls	The following hazards should be noted: Wet flooring Care should be taken on steep slopes Steps and stairs
Reduced lighting	Extra care must be taken in the Enchanted wood at night where lighting is reduced.
Supervision	Please read our supervision guidelines carefully before coming and ensure that you have enough adults for the number of children in your group.
Door entrapment	Beware of closing doors on fingers.
Parking	Parking is free; There is parking for guests with disabilities near the entrance on a first come first served basis.
First aid	There are 1 <sup>st</sup> aid points throughout The Christmas Adventure, in the shop, café, each Portakabin and the staff office. There are always qualified British red Cross first aiders on hand to help and advise guests. Please ask any member of staff for help.
Fire safety	In the event of an emergency please follow all evacuation procedures. The fire assembly

	point is in the car park and is highlighted with a sign. In the event of emergency there will be fire wardens in every area guiding the public. There are fire extinguisher points through the site. Please exit through the nearest clearly marked emergency exits in an emergency
Wheelchair / pushchair access	The Christmas Adventure has the needs of guests with disabilities and pushchairs firmly in mind – the park is accessible to wheelchair and pushchair users but we advise that we have tried to keep the site as natural as possible and therefore some of the surfaces may be harder to maneuver than others and wheelchair users may require additional assistance .

The purpose of this document is to enable schools / groups to use the information provided for the development of visit risk assessments in order to satisfy the obligations placed by the Health and Safety at Work Act and the Management of Health and Safety at Work Regulations. The above hazards have been identified as being inherent to this attraction. Stockeld Park Ltd does not accept liability for any omissions to this list. Control measures indicated are recommendations only and must be adapted / amended by group organisers. Please ensure adequate supervisors are appointed for the number in your group.