Go Bananas Colchester Limited Risk Assessments

9 & 10 Mason Road, Cowdray Centre, Colchester, Essex, CO1 1BX

Date of Risk Assessment:	20/2/2026 (next review 20/2/2027), or anything changes/Government guidance requires

What are the hazards?	*Who might be harmed and how?*	*What are you already doing?*	*What further action is necessary?*	*Action by Whom?*	*Action by when?*
Aztec Frame and Tiny Town play areas	Customers Fractures, cuts, bruises and any other injuries caused by falling or collision during play	▪ A daily safety check of the Aztec Frame and Tiny Town is carried out first thing in the morning to ensure all apparatus and toys are in good working order and are safe to use. ▪ Only trained staff carry out the safety check ▪ The daily safety check and maintenance book is signed daily by the employee who is carrying it out and filed for our records. ▪ Any minor problems with the frame are dealt with immediately, more challenging problems are first made safe by securing the area and the issue in question is put in the maintenance book for action. The current Aztec Frame was installed in June 2015. ▪ Outside of the Aztec frame round the perimeter there are signs to say “no running”. Staff regularly tour the play area and inspect the equipment/monitor children’s safe play. There is padding on the posts around the frame ▪ During the day, staff working on the Aztec frame and in Tiny Town, have been trained to constantly look out for potential dangers with the apparatus and toys and to isolate any areas where a hazard occurs. ▪ They also are trained to ensure customers are playing in a safe manner and no bullying is occurring. ▪ Parents and guardians are made aware of the rules of the centre on entry via the signing in procedure. Centre rules are also clearly displayed around the centre on the walls. ▪ Age restrictions in the Aztec frame and Tiny Town to be adhered to during school holidays/ non-pupil days and weekends. Under 5’s if accompanied by their parents, are allowed in Aztec frame during school time when centre is quieter.	Staff who are trained to carry out the safety check to have signed correct paper work to ensure they are competent in this role	Francis Bailey Daisy Bailey	Immediate and ongoing

Aztec Frame and Tiny Town play areas **(continued)**		Specific Areas of importance Grey Drop Slide in Aztec Frame ▪ The New drop slide is unmanned and is open all the time when the business is open. There are visual signs at the top of the drop slide to instruct those using the slide how to safely slide down it. ▪ Children must be dressed appropriately to go down the slide to avoid friction burns which may occur where bare skin is in contact with the slide. ▪ As with all slides, picture instructions are situated at the top and bottom, to show how to use the slid Fire Engine ▪ Only children under 5 years allowed on the fire engine. ▪ Fire engine is padded all around and soft flooring is used around. Padding is checked on daily inspection. Tiny Town Trampolines ▪ Only one child to use each individual trampoline at a time. ▪ Trampolines not to be used by children aged over 5 or adults. ▪ Padding and netting are inspected daily in the daily equipment check.	Ensure all staff up to date with visual check Check signage up to date	Francis Bailey Daisy Bailey Francis Bailey Daisy Bailey	Immediate and ongoing Immediate and ongoing
First Aid	Customers /Staff In adequate first aid and procedures could result in more injuries	▪ A first aid box is provided which is dedicated to Go Bananas. ▪ It is the responsibility of the "appointed persons" in Go Bananas to ensure that the first aid box contents are kept topped up ▪ A supply of clean white tissues or gauze must be maintained with the first aid box to quickly staunch the blood from minor cuts, nose bleeds and mouth wounds. These will also be helpful to bathe cuts or grazes with tap water. ▪ Always make sure there are enough ice packs available. ▪ If a child is injured, even if it is only a minor injury, assisting them and their parent/guardian takes priority over other activities. Staff members always offer the option of a public accident form being completed to customers and only staff who have carried out first aid training will be able to offer first	Ensure procedure in place to check first aid box weekly and ice packs Ensure correct procedures, paper work and training are in place.	Francis Bailey Daisy Bailey Francis Bailey Daisy Bailey	Immediate and ongoing Immediate and ongoing

		aid. All managers are first aid trained, so there is always a minimum of 1 trained member of staff on duty. ▪ All areas where an accident results in a RIDDOR report being filed have a thorough investigation of the area and plans and actions are put into place, if necessary or possible, to avoid reoccurrence of a similar accident. Investigation are documented and kept on file. Essex Activate specifics ▪ For sudden illness/injury, parents/guardian contacted immediately. ▪ If parent/guardian cannot collect child and they may need hospital treatment one staff member to accompany child to hospital. ▪ Parents/guardians have given consent for use of cold compress and use of plasters. ▪ A minimum of 2 first aid trained staff members are always on site. ▪ Any accidents that occur will be assessed to ensure child is in no immediate danger or endangering any other child. ▪ All accidents, injuries and illness are recorded and kept on file. ▪ Children are supervised by staff to ensure safe play both in the private and public areas, when they complete physical activity. Activities/resources are planned ahead to ensure as safe as possible but should a child injure themselves, there is always a minimum of 2 first aiders on site at all times, regularly checked first aid kits, access to contact emergency services and a procedure for recording injury.	Ensure correct procedures, paper work and training are in place.	Francis Bailey Daisy Bailey Angela Taylor Margaret Starling	Immediate and ongoing
Child Security	Customers. Lost or abducted children	▪ Only staff that are fully trained and have signed documents relating to their training are allowed to work on reception. ▪ Customers to sign their children in and out at all times. ▪ Customers are not allowed in without children unless they can prove they are with someone else in the centre. ▪ Customers leaving the building who want to come back are given Perspex tiles to return upon re-entry. ▪ Fire exits are kept closed but not locked. (The fire exits located at the rear of the property in play areas are	Ensure correct training is in place and paper work signed	Frankie Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing

Child Security (continued)		alarmed when opened and staff members respond appropriately. Alarms are linked to the reception area) ▪ Supervising adults are not allowed to leave their children in the centre on their own, governed by rules of play. ▪ Staff to familiarise themselves with the fire alarm. (carried out during fire training) ▪ Identification of all visitors to Go Bananas are verified. ▪ If a child is lost, staff tannoy a description of child over the centre PA system, in order to locate their adult. If after this has been done several times, the supervising adult cannot be found, the duty manager would contact the police. If a child is missing, staff call the child's name over the tannoy, in order to try to reunite them with their adult. Using a description and name, staff look for the lost child(ren) by checking the whole centre. If after this has been done several times and the child(ren) is still missing the duty manager would contact the police. We place a lock-down so that nobody leaves/comes in until child is found Essex Activate specifics ▪ When playing in the centre with other children for identification they wear high visibility tabards. Setting staff members also wear different coloured uniform tops that are labelled. ▪ Visitors to the setting sign in and sign out and are made aware of centre and club rules. Visitors are verified, for example by ID cards. ▪ If a child is missing, staff to call the child's name over the Tannoy, in order to try to reunite them with the staff/other children. Using a description and name, staff look for the lost child(ren) by checking the whole centre. If after this has been done several times and the child(ren) is still missing the duty manager would contact the police and child's parents/guardians. We place a lock-down so that nobody leaves/comes in until child is found. - Doors where children are, whilst under supervision of staff are locked or manned at all times. - Intruder alert: Access points have either door locks on or are continually manned. We operate a sign in/out procedure with passwords in place. The centre is fitted with a whole building intruder security system which is externally serviced annually. We have a room, where if needed, in line with our safeguarding procedure, we	Ensure correct procedures are used to locate and lost/missing children and reunite with supervising adults Ensure correct procedures and training are in place.	Francis Bailey Daisy Bailey Angela Taylor Margaret Starling	Immediate and ongoing

		can lockdown the building, with children and staff being secured in a separate room for safety.			
Fire	Staff and Customers If trapped in the building all staff and visitors could suffer from smoke inhalation or burns which could potentially kill	▪ Fire risk assessment carried out in accordance with the government fire risk template as recommended by Essex County Fire & Rescue Service. ▪ Exits and fire exits are marked and kept clear. ▪ Fire extinguishers located throughout the building and externally serviced annually. ▪ Fire blanket located in kitchen close to the fryers. ▪ Fire detection and alarm system in place. ▪ Maintenance contracts for extinguishers and alarm system in place. ▪ Smoking is prohibited in the building. ▪ All staff trained in good housekeeping during induction.	Fire alarm system in place and checked annually Fire training done every 6 months	Francis Bailey Daisy Bailey Francis Bailey Daisy Bailey	Immediate and ongoing Immediate and ongoing
Slip, Trips and Falls	Staff and Customers Staff and public may suffer serious, possibly fatal, injuries if they fall from or on stairs, or suffer injuries such as sprains and fractures if they slip on spillages, trip over objects etc.	▪ General good housekeeping. ▪ All areas are well lit, including stairs which have hand rails. ▪ There are no trailing leads or cables in the centre ▪ Staff keep work areas clear e.g. no boxes are left in walk ways, deliveries stored immediately. ▪ All spillages are cleaned up immediately. ▪ All flooring is secured properly. ▪ Wet floor/Cleaning in Progress signs put in place if area is being cleaned or cleared. Essex Activate specifics ▪ Children are supervised by staff to ensure safe play both in the private and public areas, when they complete physical activity. Activities/resources are planned ahead to ensure as safe as possible but should a child injure themselves, there is always a minimum of 2 first aiders on site at all times, regularly checked first aid kits, access to contact emergency services and a procedure for recording injury.		Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing

Gas	Staff and Public risk injury from fire and explosion if not properly maintained and	▪ Boiler checked and serviced annually by a Gas Safe registered engineer and overhead heaters. ▪ Staff trained in defect reporting procedure.	To set up annual testing	Francis Bailey Daisy Bailey	Immediate and ongoing
Electricity	**Staff and public** may suffer serious and possibly fatal electric shock/burns injuries from faulty electrical equipment or installation.	▪ Electrical installation and all equipment inspected by a competent person according to a planned inspection programme, and maintained as necessary. PAT testing done yearly by an external company. ▪ Staff trained to spot and report and record any discoloured or defective plugs/leads/wiring. ▪ Sockets, damaged cable and on/off switches and to take defective equipment out of use. ▪ Key Staff know how to safely turn the electricity off in an emergency especially in kitchen. ▪ Clear access to the fuse boxes, which are clearly labelled. ▪ An external electric car charging unit was installed in April 2025. This was installed by an external registered electrician. It can only be used by an app/code linked to our managing director's mobile device so cannot be used by the general public.	Make sure that all full time members of staff know where the fuse box is and how to safely turn off electricity in an emergency.	Francis Bailey Daisy Bailey	Immediate and ongoing
Entrapment	**Staff and Customers** Possible trapped fingers in doors	▪ All casement doors in Go Bananas toilets/ exit/ entrance/tiny town/party rooms to have devices fitted to the hinged side of the door to protect children's fingers.	Set up monthly check to ensure protective devices are still in good working order	Francis Bailey Daisy Bailey	Immediate & ongoing
Cleaning materials	**Staff** **Possible misuse of chemicals resulting in burns.**	▪ Follow procedures in COSHH at front of Risk assessment manual ▪ All cleaning materials must be securely stored where children cannot get them, in their proper containers and in accordance with the instructions on the labels. ▪ Staff to wear protective clothing/accessories when cleaning if appropriate.	COSHH folder for all chemicals used to be quick to hand and updated as required. Cleaning materials to be correctly	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing

		▪ Staff complete annual COSHH training, held by an accredited company.	stored and ordered from a reputable company.		
Sharp Objects	**Kitchen/ Party Staff** High risk of cuts if not used correctly	▪ Good housekeeping in the kitchen, knives to be safely stored after use, not left in sink or drainer or in party rooms after cake cutting. ▪ Staff to hold knives downwards and covered up when walking around especially important for party staff who will take knives out of the kitchen to cut up cakes. ▪ Staff taught not to attempt to catch knives that have been dropped.	Re-iterate to party staff housekeeping of knives and monitor usage	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing
Ovens and Fryers	**Kitchen Staff** High risk of burns if not used correctly	▪ Only staff who have completed food hygiene and safety level 2 use the cookers and fryers and prepare food. ▪ Personal Protective Equipment, which is provided must be worn. ▪ Oven gloves provided and oven door shut immediately after use ▪ Cold oil is never added to hot oil. ▪ Excess ice to be removed from frozen food before putting in fryer. ▪ Any oil dripped onto the floor is to be washed with appropriate cleaning solutions and dried completely with paper towel. ▪ Fryers to be emptied when cold. Deep clean of fryers to only be completed by staff who have completed appropriate training and signed off by management. ▪ Waste oil to be collected by a professional external company at regular intervals as part of a contract with the company.	Any food level 2 training required. Ensure correct training/ courses/ cleaning are organised as needed	Francis Bailey Daisy Bailey	Immediate and ongoing
Hot Liquids	**Staff and Customers** Scolds and burns could potentially occur	▪ Hot drinks served from the cafe are taken away from the cafe counters by customers and are only given to adults to carry. ▪ Good housekeeping practices when cleaning tables.	Day to day checking that the correct procedures are being implemented	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing
High level work	**Staff and contractors**	▪ Climbing up the outside of the equipment and standing on tables and chairs to complete cleaning jobs is strictly prohibited. Sturdy ladders/scaffolding to be used when needed, with other staff members constantly being with those that climb.	Day to day checking that the correct procedures are being implemented	Francis Bailey Daisy Bailey Margaret Starling	Immediate and ongoing

		▪ Contractors or window cleaners are used for high level work. ▪ Go Bananas staff must only clean play equipment and avoid any high level building services or other electrical equipment.		Angela Taylor	
Infections	**Staff.** Potential cross infections	▪ Sickness/ diarrhoea/blood spillages only to be cleared up by trained staff over the age of 18 wearing the correct personal protective equipment and using the correct cleaning equipment, appropriate for the situation. ▪ Area of problem to always be secured and sectioned off from the public until cleaned up completely. ▪ Nappy bins to be put outside in secure container. Collection of used sanitary products/nappies to be done by a professional external company at regular intervals as part of a contract with the company. Essex Activate specifics - There is always at least 1 manager, but often 2 on site, who is in addition to staffing ratios and so can cover staff absence/sickness should this arise unexpectedly. If we are unable to meet sufficient staff ratios for the amount of children attending, then the Club will not run. - Outbreaks of illness/infection: The possibility of this is minimised by the practicing of good hygiene such as washing hands, tying long hair up and back and safe production of food in our regulated kitchen. Should we be made aware of an outbreak/infection, we will notify anyone who could have potentially been affected by phone and email, using contact information provided upon booking and send recommended advice/advise to contact a health professional. If required to, we would also report to any regulatory bodies.	Ensure staff are trained and aware of procedures Day to day checking that the correct procedures are being implemented.	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing
Manual Handling	**Staff** Incorrect manual handling could result in back pain	▪ Correct manual handling procedures are covered with staff at induction before commencing employment.	Day to day checking that the correct procedures are being implemented	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing
		▪ All young workers receive appropriate Fire and H&S information, training instruction and supervision to ensure	Review procedures. Identify all young	Francis Bailey	Immediate and ongoing

Young Workers- relates to any of the hazards in the risk assessment section which may affect young workers	**Staff under the age of 18** Due to lack of responsibility and inexperience if not trained correctly could lead to potential injury to themselves or the customer	that they can work safely, within their physical and psychological capacity due to their lack of experience. ▪ Managers ensure that young workers are protected from risk of violence. The young person is given information so that they can identify any potential violent incidents to the manager for action to be taken. ▪ Young workers are not involved in cooking or use and clean any dangerous machinery e.g. fryer, ovens, dishwashers. ▪ If anyone under the minimum school leaving age (i.e. 16 and under) is employed in Go Bananas; they receive adequate training and correct breaks. Hours are scheduled to abide by employment law. ▪ Go Bananas employs work experience from time to time who work alongside experienced members of staff during their stay and are supervised at all times.	workers and re-train if appropriate and Inform parents	Daisy Bailey Margaret Starling Angela Taylor	
Food Preparation/ Swallowing/ Chewing items/ Allergic Reactions	**Customers, including children**	- Our kitchen is regulated by Colchester Borough Council Environment Services. Among other things, we have dedicated areas for preparing and cooking different food types. We also have dedicated ingredient and allergen information for all foods that we can share in a marked folder, which is constantly in the kitchen, where all employees can access. Essex Activate specifics ▪ Meals and snacks are planned in advance and staff aware of any specific dietary requirements/additional needs; catering for them as needed. Parents are asked to complete dietary information such as letting us know of any allergies at time of booking, which is shared with staff before food preparation. ▪ A minimum of 2 first aid trained staff members are always on site. At sign in, we check if children require and have any emergency medication such as epi-pens/inhalers, which are kept safely by staff but they constantly have immediate access to them, if so. ▪ Our Go Bananas kitchen is routinely inspected by Colchester City Council. The kitchen achieved the highest level possible of 5 in it's last random and routine inspection in March 2025. Food handlers have been trained to at least level 2 or 3 in food safety. Staff are trained in allergy awareness and check any food served against the 14 main named allergens and have written logs of food contents. When booking in their children, parents must notify us of any dietary requirements, so staff know ahead of	Continual monitoring Continual monitoring	Francis Bailey Daisy Bailey Francis Bailey Daisy Bailey Angela Taylor Margaret Starling	Immediate and ongoing Immediate and ongoing

		any potential allergies/dietary needs and will cater for them as needed, whilst ensuring a healthy and balance meal for them still. ▪ Resources put out will be suitable for ages in and staff to supervise any potential small parts. ▪ Contingency plan: If the Club cannot run, the Club will run virtually and we will deliver food parcels direct to families, in the form of a cold picnic meal.			
Parties	**Customers** Potential incidents such as cuts, bruises, burns, child security could occur if parties are not managed correctly	▪ Only staff trained to carry out parties. During training staff are made aware of all the safety issues that require adhering too; to ensure a safe party ▪ Parents made aware of rules and regulations surrounding parties in party paper leaflets and email confirmations prior to parties ▪ Depending on numbers at the party correct staff levels must be in place. ▪ Different size rooms allocated, based on party sizes. ▪ Manager to ensure any photography is part of a party. Whoever is taking the photographs/videoing is to be instructed to be careful, so that they do not linger on the activity of children or adults outside of that party.	Ensure staff are receiving correct training and correct procedures are being undertaken.	Francis Bailey Daisy Bailey Margaret Starling Angela Taylor	Immediate and ongoing
Disco Room Area	**Customers/ People renting the space** Potential incidents such as cuts, bruises, child security could occur if room spaces are not managed correctly/kept secure	• Only trained members of staff to work lights/music system/air conditioning units. Staff trained to ask management to show them if unsure. • Staff to receive a full induction upon employment. • For those renting the space, companies must have their own valid public liability insurance. • A supervising member of staff, from companies, must always be present and aware of the Go Bananas fire procedure. • A first aider is always present on site. • Staff/Supervising adults to ensure that there are no trip hazards, ie trailing wires in the space and report any issues immediately to management.	Ensure staff and those using the space are receiving correct training and correct procedures are being undertaken.	Francis Bailey Daisy Bailey Angela Taylor Margaret Starling	Immediate and ongoing

Climbing Wall	**Staff and customers** **Potential fatality if a fall occurs**	▪ The belay lines are to be checked daily for any kinks or frays. This is documented in the safety book. If kink or fray appears the climbing wall is closed off immediately until fixed. ▪ The belays are serviced yearly an external company. ▪ All helmets and harnesses are checked so that they are in good working order before opening the climbing wall. Damages are reported to the manager and taken out of action. ▪ Only trained staff who have signed correct paper work, can operate the wall. ▪ Climbers must weigh a minimum of 15kg/2.37 stone and no more than 140kgs. ▪ Climbers must wear clean, secure trainers/shoes. ▪ Only trainers train up other members of staff and sign them off as competent. ▪ Corresponded with Liza of Safe Climb on 8/4/19 regarding use of helmets and any risks posed by using them. Advised it is at the discretion of the business, for us to risk assess and decided that the safety element of using helmets for head protection, outweighs other risks.	To set up yearly servicing. Kong Climbing & Headrush Technologies inspection Ensure paper work is in order, including trainers.	Francis Bailey Daisy Bailey Frankie Bailey Daisy Bailey Frankie Bailey Daisy Bailey	Immediate and ongoing Immediate and ongoing Immediate and ongoing
Exclusive Evening Hire Parties	**Go Bananas Staff & customers** Fractures, cuts, bruises and any other injuries caused by falling or collision during play	▪ Only trained staff can carry out evening Parties. ▪ No alcohol is to be consumed or brought onto the premises. Any customers under the influence of alcohol cannot participate in the party and are asked to leave. ▪ All guests sign a disclaimer to indicate they understand what they are participating in and that they abide by the rules of the centre. ▪ When participants are under 18 years, they must have a minimum of at least 2 people aged 18 or over present at all times. ▪ Sumo wrestling- All protective equipment to be worn at all times. Wrestling suits are inspected by party staff before use. Mats put down for wrestling to be take place on and is supervised at all times. • Climbing wall – used as per climbing wall safety regulations and risk assessment. Always supervised by a trained member of staff. ▪ Parties participate in supervised games.	Ensure all Staff are trained correctly	Francis Bailey Daisy Bailey	Immediate and ongoing

Over Night Sleepovers	**Go Bananas Staff & customers** Fractures, cuts, bruises and any other injuries caused by falling or collision during play	• Go Bananas provides onsite staff members during the entire duration of the event to ensure that the normal rules of play are adhered to. The staff sleeping overnight are DBS checked. • The children have non-employee adult supervision • Activities are pre-planned • Play is up until 11:00pm after which lights are out and party goers sleep in Tiny Town area. Fire risk is as per fire risk assessment. Our installed fire alarm system will alert all customers if a fire occurs in any part of the building whilst asleep.	Ensure all Staff are trained correctly	Francis Bailey Daisy Bailey	Immediate and ongoing