

CLARENCE PIER SOUTHSEA HANTS PO5 3AA

Contents
Policy Statement
Our Aim
About Clarence Pier
Supervision
Parking Facilities
Persons with Disabilities and/or special needs
Wheelchairs
Pushchairs
Attraction Welfare Arrangements
Code of Behaviour
Risk Assessment

Health & Safety Policy Statement

Clarence Pier is fully committed to the pursuance and maintenance of Health and Safety at Work as a declared objective.

The Directors resolve to take all necessary steps throughout the company to promote the objective for the good of our employees, visitors, members of the public, thereby improving efficiency and safety of our operation.

The requirements of the Health & Safety at Work 1974 and all the duties and obligations imposed by this Act, and any other Acts or Regulations affecting the company will be complied with.

Our responsibility will be to ensure effective implementations of this policy at the Pier through its Directors/Ride controllers, who will introduce all arrangements within the Pier site for the safe activities of all their employees.

All employees have a duty to take reasonable care for the health, safety and welfare of themselves, their colleagues and any other persons who may be affected by their acts or omissions at work. In order to achieve these objectives and comply with all legislative requirements the pier requires everyone's co-operation and commitment in pursuance of the highest standards of health and safety.

Our Aim

We recognise that your protection is paramount. Therefore, we have in place policies and procedures, in an attempt to achieve such.

About Clarence Pier

Clarence Pier is situated at the western end of Southsea seafront, at the gateway to Portsmouth Harbour, it is not a traditional style pier, as it does not extend that far out to sea, and is of concrete construction, it covers approximately 3 acres. We have a very varied selection of rides and attractions in order to ensure that we provide something for all age groups. In addition there are 3 amusement arcades, side stalls and a wimpy restaurant and indoor playarea. Our open season runs from approximately March to the end of October. (please visit website for opening times)

www.clarencepier.co.uk

The pier has an excellent safety record due to good and regular servicing and maintenance. Every morning the rides are checked by our Maintenance team. The seasonal employees are all given an Induction course. They are then trained on the correct operation procedures for the ride or group of rides to which they are allocated.

Supervision of organised groups

To ensure the group is well supervised we ask the group organisers to consider the following when assessing the supervisor – pupil ratio.

- Age, sex and ability of the pupils;
- The number of the pupils expected to visit;
- Pupils with special educational or medical needs;
- The degree of responsibility and discipline shown by the group;
- Previous experience on day outing responsibility, for both pupils and group supervisors;
- Local Authority guidance.

Coach/Car parking facilities

Coach Parking- Coach parking facilities are available at the D Day Museum, within ½ mile of Clarence Pier. To the eastern end of the seafront. Please contact Portsmouth City Council for prices and availability 02392 828112.

There is a coach drop off point directly adjacent to Clarence Pier, Southsea PO5 A33.

There is ample pay and display car parking adjacent to the Pier, and behind the In Long Curtain Road Car park. Together with car parking all along the esplanade.

Persons with Disabilities and/or Special needs

We welcome persons with disabilities and/or special needs to enjoy the experience of the pier. Riders must be able to sit correctly throughout the rides, if any persons have special needs that would prohibit this, they must be accompanied.

Signage provided on the rides identifies specific health conditions that would prohibit some riders.

Guide dogs are permitted on the Park but not within the ride perimeters.

Wheelchairs

Wheelchair users can gain access on to the Pier deck and arcades . Ramps are positioned to allow direct access to some areas . Priority is given to those who need access to the rides with specific entrances.

Pushchairs

(Pushchairs and belongings are left at owner's risk.)

Attraction Welfare Arrangements

Lost / Found Children – In the event a child has been lost or found, assistance can be sought via the Token Kiosk/ or any arcade change kiosk . The park operates a Public Address system for any emergency announcements. In addition there are approx 6 personnel on site using mobile radios.

Welfare facilities – There is a public toilet block situated across the road adjacent to pier, operated by Portsmouth City Council . 24hrs.

First Aid

In the event that first aid assistance is required, please go to the Ride Token Kiosk, first aid boxes together with incident forms are available, in the following locations, Token Kiosk, All

Arcade change kiosks, Wimpy, and Pirate Petes Playarea, a number of staff are trained in first aid, to assist you. In the event of an emergency please alert the cashier, as to your location and they will call for a trained first aider.

Code of Behaviour

It is the responsibility of the Group Leader and subsequently any accompanying adults to explain Our Code of behaviour. We ask that you highlight the following to each of Your Group.

- The aims and objective of the visit
- How to avoid specific dangers and why the Group should follow all our rules and procedures including safety instructions
- Why Health & Safety Policies and Procedures are in place
- The person who is responsible for the group
- The standard of behaviour expected from the group
- The behaviour, language and restraint of the Group
- What to do if one of the Group is approached by anyone outside the Group
- What to do if any member of the group is separated from the Group

Risk Assessment

We have produced this Risk Assessment Guidance for the use of others.

Please note this Risk Assessment is periodically reviewed and is available in hard copy at any time.

HSG175

Fairgrounds and Amusement parks guidance on safe practice Hazard	Freq of exposure before control measures	Injury level before control measures	Control measures	Risk rating after control measures	Responsibility
Adverse weather	High	Low	Some rides will close when adverse weather could jeopardise a rider's safety.	Low	Management / Ride operators Maintenance staff
Age of passengers	High	Low	Rider's suitability is assessed by their height, not age. note; small children will need to be accompanied on some rides.	Low	N/A
Barriers	High	Medium	Ride perimeter delineation is provided around each ride as laid down by HSG175.	Low	Management/ ride operators
Bomb threat	Low	High	Rides/attractions are evacuated and stopped by ride personnel on notification from the General office/ Management.	Low	Management Ride operators Maintenance staff
Clothing	Low	Low	Operators are trained to ensure passengers clothing is clear before engaging any moving parts.	Low	Management Ride operators
Collapse of overhead themeing	High	Medium	Yearly inspection of all rides/attractions by competent person as laid down in HSG175. Daily inspection of all rides/attractions by on site staff.	Low	Independent bodies Maintenance staff
Collapse of structure	High	High	Structures designed by and assessed by design reviews as	Low	Independent bodies Maintenance staff

			laid down in HSG175. Daily inspection of all rides/attractions by on site staff. Yearly inspections by Competent Persons as laid down in HSG175.		
Collision with public	Low	High	Members of the public are queued behind barriers of each ride whilst the rides are energised. Ride perimeter delineation is provided as laid down in HSG175.	Low	Ride operators Management
Control System Failure	High	Low	Emergency procedures in place to recover passengers off rides. Daily inspection by on site staff. Yearly inspection by Competent person as laid down in HSG175.	Low	Ride operators Maintenance staff

Crush Hazards	Medium	Medium	Staff to instruct public of potential hazards when entering and leaving the rides. Daily inspection by on site staff. Yearly inspection by Competent persons as laid down in HSG175.	Low	Ride operators Maintenance staff Independent bodies
Electric Shock	Medium	High	Daily inspection of all rides/attractions by on site staff. Yearly inspection by Competent persons as laid down in HSG175.	Low	Maintenance staff Independent bodies
Enclosed Areas	Low	Low	Rides/attractions classified as incorporating confined areas are either monitored by attendants or CCTV monitors.	Low	Ride operators
Entrapment (Safety bars)	High	Low	Staff to instruct public of potential hazards when closing safety bar /restraints. Standard ride evacuation by competent staff	Low	Ride operators Management
Evacuation	Medium	Low	Standard site evacuation procedures are carried out. Emergency procedure in place to recover rides to their station.	Low	Ride operators / Group leaders
Failure of passenger restraint	High	High	Daily inspection by on site staff. Yearly inspection by Competent persons as laid down in HSG175	Low	Independent bodies Maintenance staff
Fall of object from height	High	High	Daily inspections of all rides/attractions by on site staff. Yearly inspection by Competent	Low	Maintenance staff Independent bodies Ride operators

			persons as laid down in HSG175. Loose objects removed from persons before embarking on ride.		
Fall of person from height	High	High	Passengers are secured in seats on rides by means of restraints and barriers. Maintenance staff trained in working at heights and associated equipment.	Medium	Independent bodies Maintenance staff
Fire	Low	Medium	Site and ride evacuation procedures are carried out. Fire fighting equipment available.	Low	Maintenance staff / Group leaders Management
Hazards from surfaces edges and angles	Medium	Low	Limited by design of rides. Daily inspection on all rides/attractions by on site staff. Yearly inspection by Competent Persons as laid down by HSG175.	Low	Ride operators Maintenance staff Independent bodies
High level areas	High	Low	Those who suffer from vertigo may find some rides uncomfortable. Supervision is required when getting on and off these rides when a condition is identified.	Low	Ride operators / Group leaders

Human error	Medium	Low	A single error by an operator can only allow another action to cause a hazard. Operators training should be rigorous and be designed to remove possibility of error. Errors can only result in a control measure listed being able to fail. The procedures are designed to be no too onerous, and should be able to be carried out by an operator with correct training.	Low	Management Ride operators
Impact effects	Low	Low	Limited by design of rides.	Low	Independent bodies
Inadvertent movement, or start of ride	High	Medium	Control system requires positive action to start any of our rides. Control systems are isolated by key switches when unattended, or whilst operator in loading / unloading.	Low	Independent bodies. Ride operators
Incursion into motion envelope	High	Medium	Members of public are not allowed to be in any enclosure whilst any of the rides are in motion. Ride perimeter delineation is provided as laid down in HSG175	Low	Ride operators Independent bodies
Industrial hygiene	Low	Low	Daily cleaning carried out on rides and throughout the ride site.	Low	Ride operators
Lighting failure	Low	Low	Site emergency lighting takes precedence.	Low	Management
Machinery guarding failure	Low	Medium	All moving parts covered, or out of reach. Electrical	Low	P & L Management

			enclosure guards against contact with dangerous voltages.		
Mechanical failure	High	Medium	Daily inspection of all rides by on site staff. Yearly inspections by Competent persons as laid down in HSG175	Low	Maintenance staff Independent bodies
Medical conditions of passenger	Medium	Low	Passengers with severe disabilities, such that they would not be contained safely on the ride, are not allowed unless accompanied by a responsible carer.	Low	Ride operators / group leaders
Passenger eating foodstuff	High	Low	Operators are trained not to allow passengers to use the ride whilst eating foodstuff.	Low	Ride operators / group leaders
Passenger footwear	High	Low	Operators are trained not to allow passengers to use the rides that either have inadequate, or do not have any footwear. This is to reduce the risk of injuries to bare feet.	Low	Ride operators / group leaders
Passenger personal effects	High	Low	Passengers advised to secure all personal effects.	Low	Ride operators / group leaders

Passengers standing whilst ride in motion	High	Low	Passengers advised not to stand whilst the rides are in motion. Operators are trained in the correct use of restraints where fitted. Certain rides will not engage unless restraints are securely locked.	Low	Ride operators / group leaders
Power failure	High	Low	Operator and Maintenance trained in emergency procedures to release passengers safely.	Low	Ride operators Maintenance staff
Public disorder	High	Medium	Operator trained to spot potential problems, where possible, and call for assistance before trouble develops. . Operator informs management by RTs General site procedures take precedence.	Low	Ride operators Management / group leaders
Shear hazard	Low	Medium	Limited by design of rides. Daily inspection of all rides by on site staff. Yearly inspections by Competent staff as laid down in HSG175	Low	Maintenance staff Independent bodies
Slips / Trips / Falls	High	Low	Continual monitoring by on site staff. Area kept totally clear of potential extra hazards. Structural trip hazard, such as steps and changes of level, minimised due to adequate lighting and warning signs/ paint.	Low	Management Ride operators / group leaders

Software failure	High	Low	System designed not to fail, and areas assessed by design review as laid down in HSG175	Low	Independent bodies
Vehicle traffic	Low	Medium	No vehicles allowed on the pier deck or In roadway adjacent, whilst the pier is open to the public.	Low	Management
Vibration	High	Low	System designed not to fail, and fatigue areas assessed by design review as laid down in HSG175 Daily inspection by on site staff. Yearly inspection by Competent Persons as laid down in HSG175.	Low	Independent bodies Maintenance staff
Water	Medium	Low	Continual appraisal by staff to clean wet surfaces Slip hazard kept to a minimum with anti-slip surfaces Operator to stop rides during severe weather.	Low	Management Ride operators Maintenance staff
Wood, fibreglass metal splinters	Low	Low	Limited by design of rides. Daily inspections by on site staff. Yearly inspection by Competent persons as laid down in HSG175.	Low	Maintenance staff Independent bodies