

Gullivers Theme Parks

Warrington, Cheshire, WA5 9YZ

Location: Locations on Gulliver's sites utilised for group sleepovers

Title : On-Site group Sleepovers	Date of Assessment : 07/02/2024	Risk Assessor : Helen Barrett
Risk Assessment Reference : Group ACCOM01	People involved in making this assessment : Melanie Burrows-Carr, Helen Barrett, Hannah Marsden, Lee Petchey, Ian Smith (Peninsula, Consultant)	
Task/ Process : Group sleepover activity - young person's occupying buildings not designed for sleeping outside of normal trading hours	People at Risk : Employees, Members of the Public	

Hazard : Electrical
Control Measures:
1. Fire risk assessments in place for buildings, however, location specific documents are produced for the temporary sleepover locations
2. Equipment throughout buildings is periodically PAT tested.

Hazard : Fire
Control Measures:
1. Company trained fire warden as Gulliver's representative and emergency contact throughout the duration of occupation. This person is contactable by both telephone and in person.
2. Fire detection and emergency lighting system always installed in buildings where this activity is permitted.
3. Fire fighting equipment in place in each sleepover location.
4. Full tour and orientation of buildings given to responsible persons of group / organisation on arrival by Gulliver's representative to cover building layout and evacuation details.
5. Sleepovers are only permitted in buildings that have automatic fire detection as would be required in any establishment where people are sleeping
6. Pre-use checks completed to ensure that emergency exit routes are clear, fire fighting equipment is in place, fire alarm and emergency lighting systems are operating correctly in the sleepover location.
7. Group organiser is responsible for making sure that there is a roll call information available to account for all of the group in the event of an evacuation.
8. Specific temporary sleepover fire risk assessment information sheet produced for areas not originally designed for sleeping which contains the information relevant to that area inclusive of layout and evacuation information.
9. In sleepover locations where fire resisting doors are installed this is covered in the location briefing with the group leader and the importance of them being kept closed during the event.
10. Inflatable beds and camp beds are not permitted as they introduce additional trip hazards and cause obstructions in the event of an evacuation of an area.

Hazard : Access and egress

Control Measures:

1. Children to be supervised at all times whilst on site, by a responsible adult from the group / organisation.
2. Normal routes and pathways are used and where there are staircases or restricted areas additional controls are agreed with the individual group organiser.
3. Any restricted areas are highlighted at the familiarisation visit and areas such as offices remain locked and secure for the duration of the group stay.
4. Where there may be additional risks associated with access and egress these are communicated at the time of booking.

Hazard : Accident Reporting**Control Measures:**

1. There is a trained first aider is on site as Gulliver's representative and emergency contact throughout the duration of the stay, this person is contactable by both telephone and in person.
2. Fully stocked first aid kits are in place around the site and first aid provision agreed with the group organiser at the time of booking.
3. Most group organisers provide their own first aid provisions - first aiders and first aid kits. They have emergency contact numbers and medical information for all staying.
4. As part of the initial booking process Group organisers are asked to detail what first aid provision they will be requiring as some provide their own first aid provisions - first aiders and first aid kits.
5. On sites where the main access road to the site is barrier controlled, the Gulliver's representative ensures that the barrier has already been raised in the event of an accident or medical emergency where vehicle access is required.

Hazard : Welfare**Control Measures:**

1. Toilet and hand wash facilities are available in most of the locations, but not all. Some locations the toilet areas are outside of the building being used and children will require additional supervision in these locations
2. Drinking water is provided.
3. Some sleepover locations are more suitable than others with regards to room temperature and heating provision, depending on the time of the year, this is considered at the time of booking.
4. Not all locations are able to provide separate toilet facilities for the group adults and the children and this is communicated to the group at the time of booking to ensure the location is suitable for their needs.
5. In sleepover locations with showering provision, the necessary legionella temperature checks and periodic cleaning are carried out and recorded.

Hazard : Unauthorised Access**Control Measures:**

1. Keys are to be held by the Gulliver's representative, who is contactable via telephone and in person in the event of an emergency or access being required.
2. Sleepover building Keys to be provided to the group organiser on day of arrival, and returned on the day of departure.

3. Some locations have the provision for zone intruder alarm setting to ensure other areas of the building remain protected whilst the group are using the building.

Hazard : Young Persons Occupying Building Outside of Normal Trading Hours

Control Measures:

1. Group responsible persons / carers are to remain in the sleepover location to supervise throughout the duration of occupation.
2. Ratio's of adults to children adhered to by group and organisations policies and guidelines.
3. Relevant documentation to be supplied by visiting group / organisation relating to their visit to Gulliver's.

Hazard : Safeguarding

Control Measures:

1. Sleepover locations where possible have the toilet facilities within the same area so that children do not need to leave the area. This is not always possible and where this is the case it is agreed with the group prior to booking the location as their adult to child ratio may need to be increased.
2. Where a sleepover group choose to book standard guest accommodation on a resort they are informed that we are unable to prevent other resort guests staying in the resort accommodation from being in the area and in these cases the groups must satisfy their own safeguarding policies and controls.
3. Gulliver's team members are never on their own with sleepover guests and any activities are carried out either with two team members or a team member and group leader. The same control is followed in the event of first aid needing to be administered inline with the company safeguarding policy.
4. All teachers and group leaders will have been subjected to an enhanced DBS check to enable them to work with children
5. CCTV is in operation in some areas, however, it does not capture images in areas where sleepover guests would be dressing / undressing.

Documents Associated with this Risk Assessment:

Review Date : 01/02/2025

Reviewer : Helen Barrett