

**GOWER TOURS LTD. HOTEL RISK ASSESSMENT**

Date.....

Hotel..... Resort..... Staff Name.....

HAZARD	WHO AFFECTED	CONTROL MEASURES
<p><b>FIRE PREVENTION</b></p> <p>Risk of injury or death caused by the outbreak of a fire</p>	<p><b>ALL</b></p>	<p>Where <b>EXCESSIVE</b> reduce the number of ignition sources such as:-</p> <ul style="list-style-type: none"> <li>Loose sockets and cables</li> <li>Light bulbs (inc flourescent tubes) and fittings near combustible materials</li> <li>Portable heaters</li> <li>Multi-point socket adapters</li> <li>Use of extension leads</li> <li>Cooking appliances in bedrooms</li> </ul> <p>Are there any obvious faults with any of the above? * YES / NO</p> <p>Is smoking permitted in rooms? YES / NO</p> <p><b>ACTIONS TAKEN/TO BE TAKEN:-*</b></p> <p>Are occurrences of sources of ignition within <b>REASONABLE</b> bounds? YES / NO</p>



HAZARD	WHO AFFECTED	CONTROL MEASURES
<p><b>FIRE PREVENTION</b></p> <p>Risk of injury or death caused by an excessive amount of combustible materials</p>	<p><b>ALL</b></p>	<p><b>Building Class:- Please circle</b>                      (A) – Non combustible, fire resistant for 60 mins                      (B) – Traditional , brick, timber floors and tiled roof                      (C) – Pure timber building or other easily combustible material</p> <p>Is the Building in a good state of repair? <b>** YES / NO</b></p> <p>Where EXCESSIVE* reduce the number of combustible materials such as:-</p> <p>Furniture in escape routes: Loose paper and notice boards in escape routes                      Artificial foilage in escape routes                      Flammable liquids and gasses including                      Paint tins, gas cylinders and materials used by cleaning staff</p> <p>Are large areas of the walls in escape routes covered with combustible linings e.g.                      Hardboard, chipboard, plastic tiles, flock wallpapers? <b>**YES / NO</b></p> <p>Is the ceiling in escape routes covered with polystyrene tiles? <b>**YES / NO</b></p> <p><b>ACTIONS TAKEN/TO BE TAKEN:-*</b></p> <p>Are occurrences of combustible materials within REASONABLE bounds? <b>YES / NO</b></p>









# GOWER TOURS Ltd

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 Telephone No: 01527 851410  
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HAZARD	WHO AFFECTED	CONTROL MEASURES
<b>GENERAL SAFETY</b> Apartments:- Risk of injury from misuse of cooking equipment	ALL but especially students	Apartments not to be used where possible Equipment to be disconnected if possible Responsible group members to be accommodated in the apartments and warned not to use cooking equipment and warned of the dangers of doing so
Bedroom safety:- Risk of intrusion	ALL but especially young children	Are all bedroom doors lockable? *YES / NO N.B. Party leader to provide keys to children at his/her discretion Is the main reception door locked at night? *YES / NO Is reception manned at night? *YES / NO
Risk of falling from windows	ALL	Do bedroom windows have restricted opening? *YES / NO If not are windows higher than 900mm from floor *YES / NO
Balconies:- Risk of falling	ALL	Are rails 900mm high and less than 150mm wide? ** YES / NO
Swimming pool:- Risk of drowning Risk of falling/slipping	ALL	Are there clear depth markings? * YES / NO Is the pool in good condition? * YES/ NO Is the perimeter non-slip? * YES / NO
		ADDITIONAL INFORMATION / ACTIONS TAKEN/TO BE TAKEN:-*          Are the general safety risks REASONABLE? YES / NO

