

**Risk Assessment - ReConnect 1-1**

**INSTRUMENTAL STUDIOS, BURY ST EDMUNDS FACILITY,  
12 LOOMS LANE, SUFFOLK, IP33 1HE**

**Company name: Instrumental**

**Date assessment was carried out: 9/9/24**

**Date of review: 9/9/25**

Area	Risk Level	Hazards	Controls
Access and Security	High	Temporary locks. Awaiting security installation.	Temporary locks, Supervision, Scheduled installation of permanent magnetic locks and security gate.
Kitchen	High	Hot surfaces. Sharp utensils. Slippery floors. Fire hazard	Signage for safety. Mop spills immediately. Regular maintenance. Fire extinguishers available.
Bike Mechanics Room	Medium	Sharp tools. Heavy lifting. Oil and grease spills.	Training on tool use. PPE (gloves, goggles). Regular cleaning. Lifting aids available.
Construction Room	Medium	Power tools. Heavy materials, Dust. Fire hazard.	PPE provided. Proper training. Ventilation system. Fire extinguishers regularly checked.
Recreation / Sports Room	Medium	Physical activity injuries. Equipment misuse. Floor hazards.	Supervision by staff. Instructions on equipment use. Regular maintenance. First aid kit available.
Media Suite	Low	Electrical shock. Overheating.	Regular PAT testing. Adequate ventilation. Ergonomic seating. Surge protectors installed.
Art / Creative Room	Medium	Sharp tools. Paints and chemicals. Cluttered workspaces	Safe storage of tools. PPE provided. Regular cleaning.
Beauty Room	Low	Chemicals. Sharp tools. Electrical appliances.	Clear labelling. Proper training. Regular PAT testing.
Performance Space	Low	Stage equipment. Sound equipment. Lighting hazards.	Regular equipment checks, Sound level limits. Training on lighting. First aid kit nearby.
Whole building	Medium	Reinforced but large windows.	No physical activities to be carried out upstairs. Regular checks to ensure there are no defects in the windows.
Lobbies and hallways	Low	Overcrowding, Furniture hazards.	Limit the number of people. Safe furniture placement. Clear signage.
Stairway	Medium	High stairway	Stairway will only be used under supervision and not in groups. Any behaviour considered unsafe will be reported and assessed.
Car Park	Low	Vehicle movement.	Clear signage. Marked parking bays. Adequate lighting.

Review and Assessment: This risk assessment will be reviewed annually and updated to ensure its continued relevance and effectiveness.

Any incidents, close misses or changes in the working environment will prompt an immediate review.