











FIRE RISK ASSESSMENT











### **RISK ASSESSMENT**

DETAILS	
Company Name:	COMPENDIUM ESCAPE ROOMS
Premises Name:	1A CROMPTON STREET
Address:	1A CROMPTON STREET BURY LANCASHIRE BL90AD
Responsible Person:	JENNIFER SCOTT
Position:	OO OMMED
r usilium.	CO-OWNER
Date of Assessment:	13.11.2023
Date of Assessment:	13.11.2023

# **OCCUPANCY**

Times in Use:	Weekdays:	10:30AM-10PM	Weekends:	10AM – 10PM
Total Numbers of Staff:	Weekdays:	2-4	Weekends:	2-4
Total of all Persons Present:	Weekdays:	4-34	Weekends:	4-34

## **SIZE**

Total Size of Premises (M <sup>2</sup> ):	197
Number of Storeys:	2
Number of Basements:	0

This document contains:

- Small overview of an escape room
- A general risk assessment for the corridor and non-escape rooms.
- A risk assessment for each of the 4 escape rooms.
- Appendix containing images.
- Fire safety brief.

# Escape Room Information

- Players have 60 minutes in a themed room to solve the puzzles and clues to open locks, to escape.
- 6 themed escape rooms

Wrong Turn – Holds up to 6 Players.

The Lab – Holds up to 8 Players.

Bedlam – Holds up to 6 Players.

UI-55 - Holds up to 12 Players.

Zombieland – The perks of Karen – Holds up to 6 Players.

Bad Elf & The key to the sleigh – Holds up to 5 Players.

- Each room holds between 2-12 players Detailed above.
- Variety of layouts, with more than 1 section to the room
- Interlinked smoke alarms are placed around the building, with emergency lighting. In the corridor emergency lighting is at either end to ensure sufficient light throughout the premises.
- Fire exits are located at either end of the building
- Manual alarm system with ringing bell and air horn.
- Players are given a brief before playing a room which provides them with information on fire safety, health and safety and lock information.

# **General Risk Assessment**

Ignition Sc	ources		
Туре	Location	Control Measures	Are existing control measures suitable?
Heating Equipment	<ul> <li>Electric Fire in reception area.</li> <li>1 x Electric Heater in the Laboratory.</li> <li>1 x Electric Heater in Wrong Turn</li> <li>1 x Electric Heater in Bedlam.</li> <li>1 x Electric Heater in UI-55</li> <li>1 x Electric Heater in Zombieland – The Perks of Karen.</li> <li>1 x Electric Heater in Bad Elf &amp; The key to the sleigh.</li> <li>1 x Electric Heater in corridor between Reception &amp; The lab</li> <li>1 x Electric Heater in the stair's corridor on the entrance stairs.</li> <li>3 x Electric heaters on the 1st floor.</li> </ul>	<ul> <li>PAT tested Electric Heaters.</li> <li>Carbon monoxide smoke alarm</li> <li>All heaters are to be switched off at electrical panel overnight.</li> <li>All heaters to be turned off at the plug socket when the working day is over or if the room is not being played.</li> <li>Heaters are not to be covered and flammable items not to be placed nearby.</li> <li>Weekly inspections of both the heaters are essential; if any damage is noticed the heater should not be used until it is serviced.</li> </ul>	YES NO
Electrical Equipment	<ul> <li>Entrance &amp; Stairways</li> <li>Plug Sockets</li> <li>Overhead lighting.</li> <li>Camera System.</li> <li>Reception Area</li> <li>Fridge; in the reception area and office.</li> <li>3 x DVR in Behind Reception Desk.</li> <li>1 x Printer Behind Reception Desk.</li> <li>1 x Laminator Behind Reception Desk.</li> <li>1 x Cricut machine Behind Reception Desk.</li> <li>1 x Phone behind Reception desk.</li> <li>4 x Laptops behind Reception Desk.</li> <li>4 x TV/ Monitors behind reception desk.</li> <li>Internet hub behind reception desk.</li> <li>Phillips hue lighting hub behind reception desk.</li> </ul>	<ul> <li>Regular plug socket checks</li> <li>All electricals to be turned off overnight, whether at the plug socket switch or control panel.</li> <li>Staff should turn off and store electrical equipment appropriately when not in use.</li> <li>Electricals to be turned off at the end of the working day and when not in use.</li> <li>Liquids are not allowed near electrical items.</li> <li>Annual PAT testing</li> </ul>	YES NO

Mrong Turn		
<ul><li>Wrong Turn.</li><li>TV screen X 2 in Wrong turn</li></ul>		
Camera System.		
• Camera System.		
Laboratory.		
• TV screen in Laboratory.		
Mac Computer in Laboratory		
• 4 x Decorative Lighting strips		
in The Laboratory.		
UV lighting in the Laboratory.		
<ul> <li>Desk Lamp in Laboratory.</li> </ul>		
<ul> <li>Plug in lights in the Laboratory.</li> </ul>		
Camera System.		
• Camera System.		
Bedlam.		
• TV screen		
• 2 x MAG locks		
• Speakers		
• Fan		
• 2 x LED lighting strips		
Camera System		
Samera System		
UI-55.		
Camera System		
• TV screen		
• 3 x LED lighting strips		
Electronic Puzzles		
• Fairy Lights		
• 2 x Mag Locks		
• Fan		
• 2 x Heaters		
Zombieland – Perks of		
Karen.		
Camera System.		
• 5 x TV screen		
• 3 x MAG locks		
Speakers		
Smoke Machine		
Lasers in laser maze		
Vending Machine		
Push button puzzle		
Talking Zombie Head		
Basketball Puzzle		
• Heater x 2		
• Fan x 2		
Dad EK 0. The Marrie (I		
Bad Elf & The Key to the		
Sleigh.		
• Camera System.		
<ul><li>2 x Mag Locks</li><li>TV Screen</li></ul>		
V IV JUICEII		

	<ul> <li>Speakers</li> <li>Fairy Lights</li> <li>4 x Mag Locks</li> <li>2 x Electronic Puzzles</li> <li>Lighting.</li> </ul>			
Work Process Risk(s)	In the office-The work processes undertaken by staff are those like an office scenario, there are no processes which pose a significant fire hazard. In other rooms- There are no significant processes which pose a significant fire hazard to customers or staff. A competent electrician maintains all the electrical equipment. The Company policy is to turn off all electrical equipment at night or when not in use by the switch on the plug socket.	YES	NO	
Smoking Materials	Smoking is prohibited.	YES	NO	

# **Fuel Sources**

Туре	Location	Control Measures	Are existing measures	_		
Paper	In the office- Most processes are carried out using a computer.	Paper which is used for printing etc. is stored in cabinet or in a filing system.	YES		NO	
	Props within the rooms	Are to be put back into place when the room has been played and at the end of the working day to ensure a tidy work environment and correct storage of props.	YES		NO	
Plastics / Rubber / Foam	Building supplies	Are to be stored appropriately away from ignition sources and in a position/location that does not cause obstruction; usually near the shutter, behind a locked door which does				

		not obstruct a fire exit and customers do not have access to.		
Furniture and Fixings (curtains, blinds etc)	Each room has furniture/furnishings /fixings such as curtains etc.	When a room has been played the staff will tidy and put the room back together.  No furnishings are to be placed near or to cover ignition sources.  Furnishings/furnitur e and fixings should be checked regularly to ensure they are appropriately secured and are not placed near an ignition source.	YES	NO
		All fuel sources should be sprayed annually with fire retardant spray annually.		
Flammable Material (gases / liquids / paints / thinners / glues)	Paints/building supplies	These should be kept to a minimum and only stored if essential. They should be stored in a lockable cabinet and are to be returned after use/disposed of appropriately.  These are to be placed between the seating area and	YES	NO
		the shutter, so they are away from any ignition sources and customer access. The cabinet should		

		be labelled with flammable.  Flammable material should not be placed near an ignition source or near any form of oxidising material (however this shouldn't be applicable).			
Display Materials or Decorations	Reception-  Leader boards on the wall Corridor- Artificial grass Artificial hanging ivy Wallpaper	Display materials or decorations should be securely attached to their location ensuring they are away from any sources of ignition and are not covering or close to any heater/ventilation.  All the artificial foliage for display purposes needs to be sprayed with fire	YES	NO	
Waste Materials (refuse, packaging)	Cardboard from packages	retardant spray.  To be taken and recycled at the appropriate location i.e., a recycle bin away from business premises or to the refuse centre.	YES	NO	

# People at Risk

Туре	Findings
A) Impairment:	Players with an impairment will be asked to be accompanied with at least one player who is not impaired to aid fellow teammates in the event of a fire or evacuation. Players will already be in groups as they play the room and can therefore be helped by other individuals in said groups- there should not be circumstances that a member of the public will be on their own playing an escape room. For individuals with a visual impairment, the smoke detectors will omit a warning sound, along with the fire alarm system when in use. For individuals with a hearing impairment, there are plenty of visual aids to indicate what to do in a fire but also escape routes in which to follow. There is no visual warning on the smoke detectors or fire alarm system but again there will be at least one other person

	within their group who does not have an impairment and can assist with this. Players with a PEP must make this known to staff at the Escape room before commencing playing the game.
a) Mobility Risk:	There are 2 Fire escape routes which both require walking down the stairs, Players with a mobility issue are not advised to play at Compendium due to the escape rooms being on the top & first floor of the building.
b) Familiarity Risk:	Staff are made aware of the emergency exit plan and safety precautions when they begin employment and have a refreshment fire safety meeting every year; there are also visual aids supplied in the office to prompt staff on what to do if a fire occurs. Customers/anyone visiting during their brief prior to playing the room are instructed on the floor layout and where their nearest fire exit is, they are given an in-depth fire safety brief which can be found in appendix 1. They are also told the rendezvous point and what to do in case of fire and emergency. There are escape routes and fire action plans placed in multiple locations around the building to help guide individuals to their nearest fire exit.
c) Numbers Risk:  Large numbers of people, small numbers of disabled people	Disabled individuals will need to always be escorted by a non-disabled member of their group/staff. Large groups N/A. Rooms are played with at least two people, and there are always 2 members of staff on- so the risk of individuals being on their own is slight.

# Evaluate

Are ignition sources controlled to reduce the chances of fire?	YES	NO
Are combustible materials kept away from ignition sources?	YES	NO
Are all windows and openings closed last thing at night?	YES	NO
Is your fire alarm system adequate for your premises?	YES	NO
Will everybody be warned if the fire alarm operates?	YES	NO
Can everyone escape without assistance?	YES	NO
Is escape from fire available in more than one direction?	YES	NO
Are all fire exits easily identified by the correct signs?	YES	NO
Are escape routes free from obstruction and storage?	YES	NO
Are all doors on escape routes easily opened without a key?	YES	NO
Do all doors on escape routes open in the direction of escape?	YES	NO
Can everyone escape in a reasonable time?	YES	NO
Do you have emergency lighting?	YES	NO
Is the lighting adequate to illuminate circulation routes?	YES	NO
Do you have fire fighting equipment?	YES	NO
Is the fire fighting equipment adequate for the risks present?	YES	NO
Are housekeeping and general waste management adequate?	YES	NO

Are security arrangements sufficient to prevent access?	YES	NO
Are measures adequate to prevent the incidents of arson?	YES	NO
Are there any large open roof spaces or concealed ceiling voids?	YES	NO
Could a fire in your premise spread to another?	YES	NO
Can the fire service easily get to your premises?	YES	NO

# Recording and Training

Have you made an emergency plan?	YES	NO
Have you provided fire instruction and staff training?	YES	NO
Are there records of fire drills to test your training and emergency plan?	YES	NO
Are there records of maintenance on all fire safety measures?	YES	NO

# Review

Date of next review	13/11/2023

#### VULNERABLE/AT RISK PLAYERS

- Players on their own: Players being on their own is very rare as there is a minimum of 2 players in each room. Therefore, the only time a player would be on their own is if they needed to use the toilet facilities. If players are on their own:
- > they will have been fully briefed prior to the game.
- ➤ The player will be able to follow the escape routes that are displayed at different areas in the building to aid in their escape.
- > The player will be reunited with their group at the assembly point which was highlighted in the fire safety brief.
- Children: Part of the terms and conditions that players agree to when booking is that anyone under the age of 16 is accompanied by an adult. Therefore, children will be accompanied by a parent or responsible adult who will aid in their escape. Children will not be left unsupervised at all during their visit to Compendium Escape Rooms.
- > Children can be guided by an adult member of their group to follow the escape route.
- Players with mobility impairment are advised not to play at Compendium Escape rooms.
- ➤ The distance between the room and the fire exit is short.
- ➤ If a player has a mobility impairment which affects their hands, staff should be made aware of this at the beginning of the game, and an appointed member of the group takes responsibility for assisting this player.
- Players with visual impairment: Due to the nature of the game, individuals with visual impairments are in the minority.
- ➤ The interlinked smoke alarms provide an early warning if there is smoke/fire. This will aid those with a visual impairment as a loud decibel beeping will sound when activated.
- ➤ Players with visual impairments will never be on their own as they will be part of a booking group, therefore the individuals without a visual impairment can help to aid in their escape.
- ➤ If a player has a visual impairment, staff should be made aware of this at the beginning of the game, and an appointed member of the group takes responsibility for assisting this player.
- Players with hearing impairment: Players with hearing impairments will never be on their own as they will be part of a booking group, therefore the individuals without a hearing impairment can alert this member to the activation of the early warning system.

PLAYERS WHO WOULD USUALLY FALL UNDER A PEP NEED TO MAKE THEMSELVES KNOWN TO STAFF BEFORE COMMENCING WITH THEIR GAME

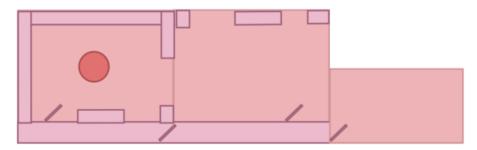
# PREMISES FIRE SAFETY RISK ASSESSMENT LEVEL OF FIRE RISK

In premises where there is a likelihood of a fire starting and spreading quickly, or a fire could start and grow undetected, and affecting the escape routes before people can use them, then the level of risk should normally be regarded as 'higher'. Such premises might include those where significant quantities of flammable materials are used or stored; ready sources of ignition are present, e.g. heat producing machinery and processes; premises where significant numbers of people are present and might move slowly or be unable to move without assistance; and premises where the construction provides hidden voids or flues through which a fire could guickly spread. In premises where there is a low occupancy level and all the occupants are able bodied and capable of using the means of escape without assistance; very little chance of a fire starting; few if any highly combustible or flammable materials or other fuels for fires; fire is unlikely to spread quickly; and will be guickly detected so that all people will guickly know that a fire has occurred and can make their escape, then the risk can usually be regarded as 'lower'. In most cases, however, the risk will usually be 'normal'. Considering both the active and passive fire prevention measures and general fire precautions observed at the time of this fire safety risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is: Low Normal X High In this context, a definition of the above terms is as follows: - Low: Unusually low likelihood of fire because of negligible potential sources of ignition. Normal: Normal fire hazards (e.g., potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls. High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in the likelihood of fire. Note that, although the purpose of the above is to place the risk fire in context, the approach to fire safety risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this fire safety risk assessment should be addressed by implementing all the recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly (recommended to be annually)

#### **WRONG TURN RISK ASSESSMENT 2023**

## **Game Information**

## **Simple Floor Plan:**



**Room Description:** During a road trip through Alabama, you and your friends find that you are out of gas, you get to the nearest sheriff's station, and he tells you where to find some gas in a house close by, however the sheriff asks for you to do something in return. You must solve the murder case and escape with your gas before the owner of the house comes home.

**Game Time:** Up to One hour (60 minutes)

Number of players: 2-6

**Game play:** Players begin inside the house, players must gain access to the rooms of the house and through the home via hidden passageways, to ultimately leave the house from the back door to escape.

# Emergency Escape Times (from furthest point of the room to nearest fire exit):

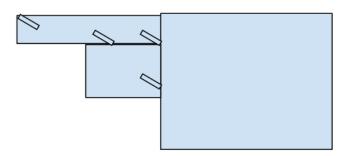
- Final door to exit 30 seconds; with players crawling back through.
- > Kitchen area: 10 seconds.

**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in the entire room.

#### THE LABORATORY RISK ASSESSMENT 2023

## **Game Information**

#### **Simple Floor Plan:**



**Room Description:** You are a group of aspiring scientists who have been enlisted to help save the entirety of Europe from an incoming disease and hour away from the UK. You need to get into the lab and retrieve the antidotes within the hour to save all Europe.

**Game Time:** Up to One hour (60 minutes)

Number of players: 2-8

**Game play:** Players begin in the first section of the room with the door shut behind them, this door is not locked, so players are able to leave the room freely if needed. They are unable to access the second or third section of the room until the game progresses. Once they are able to access the second and third sections, they will be moving in and out of them freely to complete the remaining puzzles. Finally, they will receive the key to unlock their locked game exit (which is not the emergency exit)

# Emergency Escape Times (from furthest point of the room to nearest fire exit):

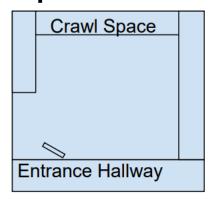
➤ Unlocked room: 18.2 seconds (average)

**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in all three sections of the room.

#### **BEDLAM RISK ASSESSMENT 2023**

## **Game Information**

#### **Simple Floor Plan:**



**Room Description:** You are a group of undercover journalists, and you have been enlisted to find out the secrets of Bentham asylum (Bedlam) Once in the asylum you need to unlock the game and discover the secrets hidden in the asylum.

**Game Time:** Up to One hour (60 minutes)

Number of players: 2-6

**Game play:** Players begin in the first section of the room with the door not locked behind them. They are unable to access the second section until midway through the game once the puzzles are solved (average 30 minutes). Once they can access the second room they will be moving in and out of both sections to complete the remaining puzzles. Finally, they will receive the code directional padlock which opens the secrets of the Asylum that the players need to successfully escape.

## Emergency Escape Times (from room to nearest fire exit):

- > Locked room from furthest point: 22 seconds, average.
- ➤ Unlocked room: 11 seconds.

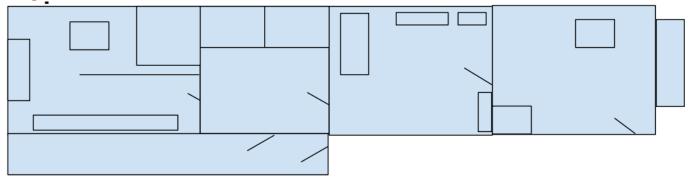
**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in both sections of the room.

**Nearest Fire Exit:** Front of the building. (approx. 20 seconds).

#### **UI55 RISK ASSESSMENT 2023**

## **Game Information**

## **Simple Floor Plan:**



**Room Description:** Teams are enlisted to collect loot stolen from the Germans in WW2 by solving puzzles.

**Game Time:** Up to One hour (60 minutes)

**Number of players: 2-12** 

**Game play:** Players have access to the entire room throughout the game apart from the Engine fan room which is accessible via a magnetic lock in the last 10 mins of the day, players who enter the engine fan room have an emergency exit release button and full instructions are given in briefing on the engine fan room.

# Emergency Escape Times (from furthest point of the room to nearest fire exit):

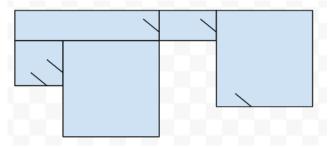
➤ Unlocked room: 6 seconds

**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in all three sections of the room.

#### **ZOMBIE-LAND - THE PERKS OF KAREN**

## **Game Information**

## **Simple Floor Plan:**



**Room Description:** Teams are enlisted to collect the Perks from Karen to survive the zombie apocalypse.

**Game Time:** Up to One hour (60 minutes)

Number of players: 2-6

**Game play:** Players begin in the small room at the beginning to have their health and safety briefing before moving into the next room, they stay in that room until they have collected 4 perks when they will next gain access to the laser maze corridor and into the final room before making their escape.

# Emergency Escape Times (from furthest point of the room to nearest fire exit):

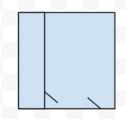
> Unlocked room: 6 seconds

**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in all three sections of the room.

#### BAD ELF AND THE KEY TO THE SLEIGH

## **Game Information**

## **Simple Floor Plan:**



**Room Description:** Teams are enlisted to retrieve the magic key stolen by Alfie the Elf and return it to Santa in time to save Christmas.

**Time:** Up to One hour (60 minutes)

Number of players: 2-5

**Game play:** Players have access to the main bulk of the room at the beginning of the game and then at about halfway through the game players will gain access to a crawl space which houses more puzzles to solve in order to find the key and exit the game.

# Emergency Escape Times (from furthest point of the room to nearest fire exit):

Unlocked room: 6 seconds

**Emergency Warning System:** Interlinked smoke alarms that provide early warning. This is located above the exit door and can be heard in all three sections of the room.

#### **On Arrival**

When customers arrive, they are greeted in the reception area. Before players begin their game and attempt to escape, they are given a brief which includes the following:

- Locks: A series of locks are shown to the customers and advice given on how to open the locks in the room successfully. The locks which are shown only aid in game play and will not need to be opened if an emergency was to occur.
- Fire safety brief: All players are given a fire health and safety brief before they are able to play their game.
- **Health and safety:** Players are informed of objects in the room which do not need to be touched; for safety purposes or to prevent damage of the object. Players are informed they will not need to move any heavy objects touch any electrical sockets or anything above head height.
- Emergency exit: Players are informed that the door they will enter through, will always be open or have a push to exit button in case there is an emergency, or they want to leave the room for any reason.
- Monitoring: Players are informed that they are under constant observance using cameras and microphones in the room, so if an emergency was to occur inside the room, it would be spotted promptly by a member of staff.
- Torches: Players are given the torches where applicable and are shown how to use them.

#### Issues which may arise and slow emergency exit **Control Measures Type** Are existing control measures suitable? The door the players enter through is always left open and has no lock as YES NO this will not be their exit in the game, Locked in the room so players are able to leave the room at any time and unaided. The room is played in the dark and each player is given a headtorch of source of light throughout the game, therefore if the power was to fail in YES NO the event of a fire, it would not affect **Loss of Light** the individuals within the room as they would have their own source of light and vision would not be restricted. Each player is supplied with a torch, so if one were to fail, there would still YES NO be a source of light. Therefore, Torch was to fail players will be able to navigate out of the room safely. The corridor outside the room has emergency lighting and will be well lit. During game play, players will be moving items and emptying drawers to find clues and exit the room. YES This can cause clutter on the floor NO which may slow an emergency exit from the room. The objects inside the drawers that Obstructions/ clutter players will access and may remove from players moving are primarily small so clutter will be objects in the room: minimal. There are multiple surfaces in each room that players can place the items on to ensure less clutter on the floor.

Nearest fire exit is blocked	The nearest fire exit is located at the front of the building and takes less than 15 seconds from the room to access.		
		YES	NO

#### **Vulnerable/ At risk Players**

- Players on their own: Players being on their own is very rare as there is a minimum of 2 players in each room. Therefore, the only time a player would be on their own is if they needed to use the toilet facilities. If players are on their own:
  - they will have been fully briefed prior to the game.
  - The player will be able to follow the escape routes that are displayed at different areas in the building to aid in their escape.
  - The player will be reunited with their group at the assembly point (furthest wall in the car park) which was highlighted in the fire safety brief.
- Children: Part of the terms and conditions that players agree to when booking is that anyone under the age of 16 is accompanied by an adult. Therefore, children will be accompanied by a parent or responsible adult who will aid in their escape. Children will not be left unsupervised at all during their visit to Compendium Escape Rooms.
  - Children can be guided by the adult member of their group to follow the escape route.
- Players with mobility impairment:
  - There are 2 flights of stairs in which individuals will need to climb to access a fire exit. Physically impaired players who are unable to walk are advised not to play at compendium.
  - There may be a need to crawl through spaces to follow the escape route and exit the building safely.
  - The distance between the room and the fire exit is short. (approx. 20 seconds for an individual without a impairment)
  - If a player has a mobility impairment which affects their hands, staff should be made aware of this at the beginning of the game, and an appointed member of the group takes responsibility for assisting this player.
- **Players with visual impairment:** Due to the nature of the game, individuals with visual impairments are in the minority.
  - The interlinked smoke alarms provide an early warning if there is smoke/fire. This will aid those with a visual impairment as a loud decibel beeping will sound when activated.
  - Players with visual impairments will never be on their own as they will be part of a booking group, therefore the individuals without a visual impairment can help to aid in their escape.

➤ If a player has a visual impairment, staff should be made aware of this at the beginning of the game, and an appointed member of the group takes responsibility for assisting this player.

### • Players with hearing impairment:

- ➤ Players with hearing impairments will never be on their own as they will be part of a booking group, therefore the individuals without a hearing impairment can alert this member to the activation of the early warning system.
- A written copy of the fire safety brief is given to the member of the group who has a hearing impairment, so they are aware of what to do in the event of a fire.