

SHEFFIELD SAFEGUARDING CHILDREN BOARD – LICENSING
SAFEGUARDING CHILDREN & VULNERABLE PEOPLE: THE GAMBLING ACT 2005

RISK ASSESSMENT TOOL

This risk assessment must consider ALL children under the age of 18 and vulnerable people, who have may have access to the premises including children and vulnerable people who are customers, employees, volunteers, residents, friends/relatives or other children and vulnerable people who access the premises.

Potential risk	Is this a possible risk at your premises? <i>if no, state why not</i> <i>If yes, state the safeguarding measures you will operate</i>	Examples of safeguarding measures	Comments
<ul style="list-style-type: none"> Staff lacking awareness of safeguarding issues (for example, unable to spot, or respond to, a vulnerable gambler; unable to recognize or respond when a child or vulnerable person is at risk, in or around the gambling environment) 		<ul style="list-style-type: none"> Designate a suitable member of staff to act as a safeguarding co-ordinator. (See description of this role). Train staff to understand their legal and social responsibilities: the law in relation to children and vulnerable people and gambling; the law in relation to alcohol, if on sale; your operating policy and licence conditions. (For example, self exclusion procedure; reporting concerns to social care or other relevant services) Staff trained to respond to children and vulnerable persons who are at risk and know how to report concerns and maintain records Staff trained to manage confrontation 	

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<ul style="list-style-type: none"> • Staff and members of the public unaware of how to report safeguarding concerns 		<ul style="list-style-type: none"> • Provide staff/ Safeguarding co-ordinator with uniforms or badges so that they are identifiable • Provide contact details of the Safeguarding Co-ordinator to staff • Provide information to customers about how to make a complaint or report concerns 	
<ul style="list-style-type: none"> • Children who are unaccompanied/ not adequately supervised by a responsible adult (inside a premises, or in the external proximity) 		<ul style="list-style-type: none"> • Staff trained to be vigilant/monitor activities at the premises and report concerns • Policy and signage to prevent customers leaving children unsupervised at the entrance/exit or curtilage of the premise • Use of security staff / CCTV / regular patrols to monitor activity and enforce policies • Policy requiring adults accompanying children to supervise them at all times and signage displayed to encourage this • Use of designated family areas to restrict children’s access within the premises • Control access and improve customer compliance via a membership scheme • Maintain an under 18’s incident log • Partnership work with local agencies (eg police, youth work) to respond to safeguarding issues in or around premises 	

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<ul style="list-style-type: none"> Children or vulnerable people exposed to information or advertisements encouraging them to gamble 		<ul style="list-style-type: none"> Ensure all promotional materials comply with the Gambling Commission Code of Practice and are displayed appropriately Consider impact of advertisements/publicity materials in the context of location of premises/ local area profiling (for example, is the premise near children's services/venues/play facilities; or near social housing or treatment agencies for substance misuse) 	
<ul style="list-style-type: none"> Children being exposed to risk because they have been removed (or removed themselves) from the appropriate area of the premises 		<ul style="list-style-type: none"> Enforce a policy that requires children to be accompanied by an adult; brief staff to enforce this Restrict or prohibit children's access to the premises (or part of the premises) Ensure that signage is clearly displayed to identify areas where children's access is prohibited or restricted and to indicate a family friendly environment Monitor/patrol the premises regularly Staff trained to identify and respond to risk Staff briefed to recognize adults who are in the self exclusion scheme 	
<ul style="list-style-type: none"> Children or vulnerable people exposed to inappropriate/ irresponsible adult behaviour 		<ul style="list-style-type: none"> Display signage (eg a customer charter) to remind customers of their responsibilities within family areas Maintain a safe environment: take action to address adults who fail to behave responsibly (refuse to serve adults who are intoxicated or who do not behave responsibly; impose sanctions eg ask them to leave the premises; disciplinary procedures if club membership; barring) 	

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		<ul style="list-style-type: none"> • Train staff to monitor environment/identify children or vulnerable people at risk 	
<ul style="list-style-type: none"> • Children exposed to inappropriate adult environments or allowed/invited to gamble or bet in a commercial setting (eg premises where there is adult gambling, betting or other types of adult entertainment; environments where alcohol is consumed) 		<ul style="list-style-type: none"> • Prohibit children’s access to the premises; or restrict access to specific areas during times when unsuitable entertainment/activity is taking place. • Operate a recognized proof of age scheme or membership scheme • Customers/members subject to security and age verification checks and guest/membership records maintained • Train staff to enforce the operating policy and comply with licence conditions • Display signage on machines to highlight age restrictions • Use bandit screens • Display signage to promote admission policy to premises (or age restricted areas) • Supervision of access/egress points (eg door supervisor; cctv) • Ensure the premises are suitably staffed to provide a safe environment • Restrict access to bar area • Staff trained to identify and respond to risk 	
<ul style="list-style-type: none"> • Children or vulnerable people being financially exploited 		<ul style="list-style-type: none"> • Display signage on machines to highlight age restrictions • Designated areas for family entertainment • Proof of age scheme • Staff to monitor activity and report concerns • Customer engagement with vulnerable adults • Partnership work with local support agencies (for example social care) 	

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<ul style="list-style-type: none"> • Children purchasing or consuming alcohol or other people buying it for them (proxy purchase) 		<ul style="list-style-type: none"> • Display signs throughout the premises and at points of sale, to highlight the law in relation to children and alcohol • Ensure all staff are aware of the law and that they are proactively operating the proof of age scheme • Display signage to notify the public that the premises operates a Proof of Age scheme • Staff to wear badges to indicate that they must ask for proof of age • Restrict access to bar area • Train staff to monitor customer activity to ensure proxy purchase/underage drinking does not take place • Use CCTV or other methods to monitor the premises, to ensure that children are not obtaining alcohol by proxy Ensure the premises are suitably staffed to provide a safe environment • Staff trained to identify and respond to risk • Self-test purchasing 	
<ul style="list-style-type: none"> • Children or vulnerable people engaging in or witnessing or being enticed to inappropriate gambling 		<ul style="list-style-type: none"> • Restrict or prohibit access to children • CCTV/staff to patrol the site • Marketing/publicity materials and signage to emphasise operating policy (eg family entertainment or adult etc); customer charter to communicate to customers what behaviour is acceptable • Staff trained to identify and respond to risk 	
<ul style="list-style-type: none"> • Children illegally or inappropriately employed 		<ul style="list-style-type: none"> • Ensure management/staff are familiar with employment laws/gambling law/local by-laws in relation to the employment of children and that work permits are obtained if necessary 	

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		<ul style="list-style-type: none"> Records in place for paid/unpaid workers, including a recognized form of photographic ID, national insurance number 	
<ul style="list-style-type: none"> Substance Misuse / intoxication 		<ul style="list-style-type: none"> Security checks at entrance and re-entrance when people exit to smoke CCTV/premise patrols Zero tolerance policy to drugs and novel psychoactive substances ('legal highs') Policy to prevent irresponsible drinks promotions 	
<ul style="list-style-type: none"> Could your staff /entertainers / volunteers at the premises pose a threat to children or vulnerable people – could their role bring them in proximity to children or allow them to behave inappropriately without raising suspicion? 		<ul style="list-style-type: none"> Use safe recruitment practices: check the identity of job applicants; obtain and verify references (eg request references in writing and confirm with the referee by telephone to ensure reference is authentic; obtain a Disclosure and Barring Service check and clearance prior to appointment if their role involves supervising children/1:1 contact) Layout of children's entertainment/activity areas to be designed for transparency /supervision /monitoring Designated area for children/families 	

This risk assessment was completed by:

Signature

Print Name

Role at the Premises:

19.5.15

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Name and address of premises:

Date Assessment was Completed:
