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|  | **Inflatable Structures Risk Assessment Record** |  |

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| **Operations/Work Activities covered by this assessment:** | Inflatable structures risk assessment | | | | | | | |
| **Site Address/Location:** | <Insert location> | | | **Department/Service/Team:** | | | <Insert name of school/academy> | |
| **Assessment Date:** | Click or tap to enter a date. | | | **Lead Assessor:** | | | <Insert name of assessor> | |
| **Authorised By:** | <Insert name of authoriser> | | | | | | | |
| **Who Might Be Affected** | Employee | Contractor | Visitor | | Pupil | Client | | Member of Public/Third Party |
| **Note:** A person specific assessment must be carried out for young persons, pregnant employees, and nursing employees | | | | | | | | |

| Hazards  Considered | How might they be Harmed | Current Control/Mitigation Measures: | Risk Rating | | | Action Required/ Action No. |
| --- | --- | --- | --- | --- | --- | --- |
| Likelihood | Severity | Risk Rating |
| Insufficient or inadequate insurance cover. | Users and members of the public may be at risk of injury from managerial failures and lack of managerial control. | The owner of the bouncy castle must provide written evidence that they have appropriate public liability insurance in place to cover any legal liability which may attach to them i.e. due to the defective state of the equipment or failure to erect the inflatable structure correctly etc.  The inflatable structure must not be used unless confirmation of public liability is obtained, and a copy of the Insurance certificate retained.  Check with insurers to ensure that the insurance cover held covers events involving inflatable structures. |  |  |  |  |
| Unsuitable and poorly maintained equipment. | Physical injury from contact with unsuitable, damaged, poorly maintained, or incorrect use of equipment. Physical injuries may include cuts, bruising, puncture wounds and fractures. | The Inflatable structure must be thoroughly examined by a competent person (contact supplier/manufacturer) every 14 months in accordance with the code of practice at fairs. All thorough examinations and inspections should be properly recorded and obtained before use.  The blower, inflatable structure and the electrical system should be examined, and a certificate issued. Certificates checked by the school before the equipment is used.  The inflatable structure and blower should be inspected prior to first use and on any subsequent day in accordance with the supplier / manufacturer’s instructions.  Checks include:   * anchor points * anchor ropes * anchor stakes * moorings * wall to tower fixings * inflation tube, surfaces, and seams of bed * pressure should be sufficient to give reliable firm footing * blower and visual electrical check.   If any defects are noted, the device must not be used until necessary repairs are completed. |  |  |  |  |
| Risk of fire and insufficient emergency procedures. | Fire / explosion risk which may cause severe physical injury, burns, smoke inhalation, property damage and potentially fatal consequences. Nearby premises and equipment may be damaged by fire and smoke. | Emergency procedures will be followed (detailed in risk assessment or event plan).  Staff, pupils, and visitors aware of procedures to be taken in the event of discovering a fire / hearing the fire alarm.  An appropriate fire extinguisher is accessible close to the structure.  Fire safety awareness training completed by staff.  Responsibilities for contacting emergency services are defined. |  |  |  |  |
| Risk of harm from equipment toppling. | Physical injuries may include cuts, bruising, puncture wounds, fractures, suffocation and could potential be fatal. | Equipment must not be used in high winds. If there is any doubt regarding the wind speed, then the equipment must not be used.  Equipment must be sited on flat level ground.  All anchorage points must always be used. It must not be possible for the equipment to move around. |  |  |  |  |
| Unsuitable and inappropriate use of equipment. | Physical injuries may include cuts, bruising, puncture wounds and fractures. | The school will develop a suitable events plan.  Risk assessment and manufactures safety guidance briefed to staff and attendants. Staff and attendants must sign to confirm they have seen the assessment and events plan.  Participants must be made aware of the safety rules to be followed.  The hirer / seller must provide an Amusement Device Inspection Procedures Scheme or PIPA Inflatable Play Inspection certification, Operator’s manual, and safety instructions.    Risk assessment and method statement for operation of the structure on the premises.  The method statement / safe system of work should be utilised to ensure that users are admitted on to the structure in a controlled manner and use the structure safely  e.g. All hard/sharp/dangerous objects such as footwear, buckles, pens, purses etc to be removed.  Glasses must be removed.  Over exuberant use of inflatable by participants to be avoided.  No bouncing on the front apron of the structure.  No climbing or hanging on the outside walls.  No running from wall to wall should be permitted.  Only children of a similar size should be on the apparatus at any one time. Mixed use e.g. Adults and children should not use the structure at the same time  No one taller than the manufacturers height restrictions should be permitted on to the structure.  Age restrictions (minimum and maximum) in place.  The inflatable structures maximum loading must not be exceeded. The maximum number of participants that can safely use the structure at any one time should be specified in the operations manual and should not be exceeded.  Beginners should bounce only on their feet.  The structure should be deflated when not in use. And at the end of the session / day.  A perimeter fence or cordoned off safe zone should be established 2 metres from the closed sides and 4 metres from open sides to prevent unauthorised access to the inflatable structure, or to accommodate inadvertent exit from the inflatable structure.  Equipment should not be used in wet weather.  Spillages or excessive moisture build-up on the surface material of the structure should be dried up before using the structure. |  |  |  |  |
| Lack of training & failure to install the inflatable structure correctly to the required standards. Failure to comply with safety requirements | Physical injury or ill-health from inappropriate behaviour, lack of experience and knowledge of hazards / risk. | The Attendant should be trained and familiarised on how to:   * Operate the device. * Be familiar with safety requirements and guidance. * Ensure safe entry/exit for users. * Safe methods of assembly/dismantling, where applicable. * How to make a daily check * Safe anchoring of the inflatable. * Management of crowd control measures, barriers, and safe zones. * Measures to be taken in the event of power failure / accident / incident * Procedures for reporting accidents, defects, or breakdowns. |  |  |  |  |
| Insufficient or inadequate supervision of equipment users. | Physical injury or ill-health from inadequate supervision of pupils or lone working. Physical injuries may include cuts, bruising, puncture wounds and fractures. Staff experiencing stress, physical injury, or ill-health from managing large groups and / or working alone. | Agree a minimum number of attendants to be present to control access and egress. In deciding how many attendants are required, the controller needs to consider matters such as the number of people using the device, the age of the users and the type of environment in which the inflatable is being used.  Attendants must be capable of exercising authority over users of the equipment and be familiar with the safe system of work. Attendants should be aged 16 years or over.  Users should be removed if they display boisterous behaviour.  Attendants must constantly watch the activities on the equipment.  The front area must be kept clear of onlookers so that the attendant(s) always has clear visibility. |  |  |  |  |
| Inadequate hygiene arrangements, facilities, and procedures. | Ill-health or infection from contact with unhygienic equipment and surfaces. | Arrangements may be needed for the cleaning and sterilisation of the bouncing surface from time to time. When this occurs, the material should be thoroughly dry before activity recommences.  Handwashing and drying facilities are available on site. |  |  |  |  |
| Additional Notes | | | | | | |
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| Control Improvements/Developments | | | | |
| Action No. | Recommended additional control measures | Responsibility | Target Date | Date Completed |
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| Signature of Assessor: | Date: |
| Signature of Person Authorising: | Date: |

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| Potential Severity of Harm | Major | **Medium** | **High** | **High** |
| Minor | **Low** | **Medium** | **High** |
| Negligible | **Low** | **Low** | **Medium** |
|  | | Rare | Possible | Almost Certain |
| Likelihood of Harm Occurring | | |

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| **Definitions** | |
| High | Take appropriate action within agreed period |
| Medium | Monitor & Review Situation |
| Low | No Action Required |

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| Reviews – this assessment should be reviewed at intervals no greater than 12 months or if there are changes to the procedures, personnel, work environment or following an incident | | | | | | | | |
| Review Date | Comments/Amendments | Reviewed By | Signature |  | Review Date | Comments/Amendments | Reviewed By | Signature |
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| The following table should be used for all staff to sign and date to confirm that the risk assessment has been read. |

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