



Inflatable Risk Assessment & Method Statement

For the safe use and setup of inflatable play equipment such as bouncy castle, Slide, obstacle courses etc. the following method statement and risk assessment should be adhered to.

All manufacturers' instructions must be consulted at the setup and use of the equipment wherever possible!

1. Upon arrival at the delivery address the driver will take note of any safety information / displays and adhere to the rules of the site at all times.
2. The driver will then report to the hirer or reception and inform the customer or management of their arrival and intended actions.
3. The driver will ensure that whilst the vehicle is on a designated carriageway or road surface, the rules of that specific highway are always abided by, and where necessary a spotter or banks person is used.
4. When traveling off road, including footpath or grass verges, the ground must be checked to verify if the ground is stable and suitable for the vehicle and weight, the vehicle will travel at a maximum of 10 mph with the hazard lights flashing at all times.
5. The site will be inspected to ensure it is safe and suitable for the inflatable and event on the day including slopes or dips on or in the ground.
6. Wind speed will be checked using a company supplied anemometer to ensure it is either or below 24mph or Beaumont scale 5. If this is not the case the event cannot take place, and the event or booking will be postponed or cancelled.
7. The setup site will then be checked for any large stones or objects. Which will be removed and disposed of in a safe manner.
8. The area will then be checked again for suitable height & for any obstructions. i.e. cables, trees, lights and amended accordingly.
9. The setup site will be checked for slopes of no more than 5 degrees in any direction and any divots that could present a risk to users.
10. The inflatable will then be laid out & unfolded into place, where required temporary anchoring will then be secured on any windward sides.
11. All cables will be ran around the outside of the setup site perimeter and the wires crossing footpaths will either be covered, items placed over them or the area obstructed to reduce the risk of trips to any person/s on site.
12. The inflation device (blower) will then be checked and the output matched to the required for the inflatable to ensure the minimum pressure is reached within the inflatable, in most cases this is a minimum of 1kpa, however some devices such as game may be less or more than 1kpa.
13. The inflation device (blower) will then be connected to the inflatable via its blower pipe at the rear or side of the inflatable.
14. The blower pipe will be set at a 90 degree angle to the inflatable with a distance of at least 1.2m away from the inflatable in order to meet BSEN 14960:2019. The blower pipe will also be checked to ensure it is not twisted or bent in any way as to reduce airflow to the inflatable.



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15. All vents or zips on the inflatable will then be checked and secured/closed, Velcro covers closed to prevent interference and to ensure there will be no loss of airflow or internal pressure to the inflatable whilst in use.
16. The inflatable will then be secured at all times by the ground anchor points by pegging them in place using a minimum of 16mm x 380mm steel anchor steaks at a slight incline away from the inflatable ensuring the anchor points maintain an angle of between 30-45 degrees and no more than 25mm of the peg/stakes exposed above the ground to meet the requirements of BSEN 14960:2019.
17. Any high-level anchor points will then be secured using rope from the inflatable to the ground. These will then be secure again using a minimum of 16mm x 380mm steel anchor steaks into the ground below the same as mentioned above.
18. Any required safety matting will then be placed to the front or sides of the inflatable.
19. It is imperative that guests or other persons involved in the event do not encroach on the set up area unless specifically requested to do so.
20. Once the installation is complete the installation team will check all anchor points, positions of the safety matting and the route of the wires to ensure they are all still correct and check with on site personnel or customer to prevent unauthorised movement of the equipment after.
21. Once all involved parties are satisfied with the location/position of the inflatable the internal pressure is then to be checked and recorded.
22. Once the inflatable has had its final safety checks by installation team, the event may begin and the inflatable passed over to our member of staff supervising the event or the hirer.
23. If the equipment is set up before the event start time the inflatable may then be deflated until the event is to begin.
24. The hirer or hirers staff will supervise all participants to ensure they use the inflatable correctly and safely at all times.
25. The hirer or hirers staff will monitor the weather and in the event of rain will evacuate the inflatable and ensure no one uses the inflatable until the rain has passed and the inflatable has been towel dried before it is used again.
26. The hirer or hirers staff will monitor and record the wind speed on site throughout the times of use ensuring that the inflatable is not used or inflated in wind speeds above 24mph including gusts, if the wind speeds reach 24mph then this inflatable must **NOT** be used.
27. The hirer or hirers staff will if supplied monitor the generator fuel reserve at least each hour. Once the fuel reserve tank reaches $\frac{1}{4}$ or under the inflatable will be evacuated, turned off and the generators left to cool before being refuelled. Any additional fuel will be stored in a secure, locked area or vehicle.
28. Upon completion of the event or hire, the inflatable must be evacuated, the member of staff will ensure that no participants are left on the item whilst deflation is in progress.
29. Deflation will be assisted by opening the vents to the side and the back of the inflatable.
30. Once deflation has completed, all anchor pegs, cables, blowers will be removed from site and placed back into the collection vehicle.
31. The inflatable will then be folded and rolled in an acceptable manor and transported to the vehicle, by suitable trolley.
32. The area will then be checked for debris and other equipment, which will be dealt with and removed from site.



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33. The delivery vehicle will then depart from the site, in a similar manor to that described above, again taking note of any instructions given or signing in place.

Please now see below the risk assessment for the use of an inflatable device, this cover the most generic or known risk associated with the use of inflatable play equipment.

Each item of equipment is different and depending on the setup site or area may result in different risk factor being identified or removed and as such this will require any additional risks that are identified to be added to the list below.

All staff are trained in the management of risks and the requirements for the safe use of all items of equipment and therefore reserve the right to refuse the setup of equipment if they deem the site to be inappropriate or there is a risk that is unreasonable or manageable.

Our staff have the final decision on ALL equipment installations, setups and removal procedures.

HAZARD	Existing Control Methods	Harm 1-5	Likelihood 1-5	Risk 1-25	Additional Controls to Reduce Risk
Over enthusiastic participants - Users	Adult Supervision (Over 18)	1	1	1	Participants to be placed into groups of similar size/age
Jumping off of the front of the unit - Users	Adult Supervision at all times (Over 18)	1	1	1	Safety matting placed in front of the unit where necessary to prevent impact injuries.
No supervision	Item/s not to be used without full supervision	5	1	5	Item to be deflated and made inaccessible to use by the controller / supervisor whilst no in attendance.
Injury from contact with hard surfaces	Users should not be on the unit when inflating/deflating	4	1	4	Ask another suitable person to ensure no one enters the unit whilst turning on or off the electricity.
Tripping over anchorage points, spare equipment, electrical cables – User/ Public	All anchor points used as per manufacturer's instructions, spare equipment, leads etc. stowed / erected safely	2	1	2	In event of large number of participants attending, where possible fencing erected. For additional safety electrical cables do not cross any public pathway. If unavoidable cables erected overhead or covered.
Adverse weather conditions – Users/ Property	In heavy rain or high winds, the equipment should not be used. Electrical equipment must be stored in a sheltered area	2	5	10	Items should be deflated in high winds in co-ordination with EN14960 (maximum wind speeds of 24mph) We would recommend deflation before this wind speed is reached. Constant wind/weather monitoring at all times. Recordings to be made when reaching higher levels.

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Injury through incorrect position of inflatable – Users/Public	Do not move or try to reposition the Unit or interfere with the anchor pegs or sandbags	1	4	4	
Danger of falling from height - Users	Climbing, hanging or sitting on walls is dangerous and must not be allowed	1	3	3	Supervision at all times by a responsible adult (over 18) Users that are too boisterous and refuse to behave responsibly should be removed from the inflatable.
Choking - Users	No eating or drinking on the unit	5	2	10	
Danger of unnecessary injury - Users	Ensure that no one with a history of back or neck problems, or who suffers from a heart problem or is under the influence of drugs or alcohol uses the equipment	5	2	10	During public events equipment advice signs to be placed where users would enter the item, warning of the dangers.
Injury by failure of equipment - Users	Supervisor to inspect equipment regularly	3	1	3	Check anchor points for security, internal air pressure, matting is in correct position, fencing/barriers are in place where needed.
Slips and trips - Users	Ensure that all walk ways are clear with no obstructions and that the unit is clean and dry	3	1	3	Ensure no liquids are used on or near the unit.
Risk of fire from heat source – Users/ Public	No heat sources or naked flames near the unit	5	1	5	No BBQ's, Bonfires, Fire pits or any heat to be use around the unit. No smoking or vaping on or near the unit.
Risk of fire from blower or generator – Users/Public	All spare fuel stored suitable in a marked container in a safe place. Refuelling only to be done once switched off and allowed to cool down	5	1	5	
Injury from 3 rd party objects – Users/ Public	Ensure the area is clear	3	1	3	Shoes to be worn whilst waiting to use equipment.
Burns or cuts to skin – Users	Ensure all surfaces are free from sharp or rough areas	1	3	3	Socks are to be worn whilst using the item.



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Falling between sections of equipment – Users	Ensure both sections are of adequate pressure and join securely	2	1	2	All items of inflatable play are inspected and tested with reference to EN14960 to prevent any entrapment issues.
Injury from overcrowding equipment - Users	Ensure maximum user numbers and heights are observed at all times	2	1	2	Where large numbers of users are present the need for more than one supervisor may be required.
Injury by collision of users - Users	All users must be of a similar size/weight/height	2	2	4	Users that are too boisterous and refuse to behave responsibly should be removed from the inflatable.
Boisterous or reckless behaviour - Users	Adult Supervision	2	2	4	No one under the influence of alcohol or drugs should be allowed on equipment.
Injury through incorrect anchorage – Users/Public	All anchor points used as per manufacturer's instructions	5	1	5	All anchorage installed in compliance with EN14960. All stakes/pegs are installed at 45-degree angle, and are of the correct length and diameter (Minimum of 380 x 16mm)
Tripping over anchorage / ropes – Users/Public	All anchorage stakes/pegs are installed as per manufacturer's instructions with less than 25mm above the ground	2	2	4	All high-level guide ropes where necessary are made highly visible and kept taught to prevent the risk of strangulation
Unit Lifting or tipping over – Users/Public	Ensure that all anchorage points on the unit are used correctly with the appropriate pegs/stakes	3	1	3	Ensure that no inflatables are erected or used in wind above 24MPH as recommended in EN 14960. This is monitored using a anemometer both before & during use readings should be recorded
Being struck by falling objects - Users	Inflatables will not be setup under trees	2	1	2	All equipment should be setup at least 10Ft away from any possible falling objects
Danger of electric shock - Users	All equipment is tested for electrical safety (PAT)	5	2	10	All electrical items used are suitable for use outdoors. We recommend switching off in heavy rain.



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This risk assessment and method statement has been completed and actioned and deemed appropriate and satisfactory for the items listed below.

Item/s Applicable:



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Location or

Address: _____

Completed By: _____

Date: _____

Signature: _____
