

Method Statement	Live 9 Events Ltd
Activity	Multi-Ride Method Statement
<p>This method statement outlines the safe system of work for the delivery, installation, operation, and dismantling of a solid base inflatable globe. It applies to all staff, customers, and members of the public involved in or affected by the activity.</p> <p>This method statement should be read in conjunction with the relevant risk assessment.</p>	

Assessor	Martin Huthwaite	Location of Assessment	NG12 3UL
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Arrival On Site	
Step	Procedure
1	Upon arrival, the driver will take note of any safety information or displays and adhere to the rules of the site at all times. If no specific rules are given for on-site, the driver will adhere to the rules outlined in the highway code.
2	The driver will ensure that whilst the vehicle is on a designated carriageway or road surface, the rules of that specific highway are abided by at all times.
3	Should the vehicle be required to travel on any undesignated areas, such as verges or footways, the vehicle will travel at a maximum of 10 miles per hour or the required speed limit given prior to arrival on site, with any beacon that the vehicle has fitted illuminated at all times. In these specific areas and/or other highly populated areas, the use of a bank's personnel is recommended but not compulsory.
4	The set-up area will then be inspected for suitability, at which time, the area the globe will cover will have any debris removed & disposed of in a sensible & safe manner.
5	The area will then be checked for suitable height & for any obstructions. I.e., cables, trees, lights. It will also be checked for any gradient which may affect the set up.
6	The multi-ride and its equipment will then be taken to the designated set-up area and put into place. Power cables will be run and connected to the mains electric/generator as agreed prior to our arrival.
7	The equipment will be built up as per the manufacturer's guidelines and as explained in the next section of the method statement.
8	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.
9	Where necessary, barrier fencing, rope or tape will be used to cordon off areas, especially at public events.
<p>NOTE* All equipment to be erected as per Manufacturers/Health & Safety guidelines & under no circumstances can this be compromised in any way, regardless of aesthetics or the discretion of the venue/organisers.</p>	

Setting Up and Dismantling of the Multi-Ride

Surface Requirements

- Firm, flat and level
- Contains no sharp objects such as metal, glass, or wood, which could damage the inflatable bed or cause injury to the rider
- Contains no chemicals or substances such as oil, paint, or animal excrement

Never place the multi-ride on any of the below surfaces:

- Sandy surfaces, such as a beach
- Wet surfaces, such as puddles
- Uneven surfaces

Multi-Ride Base Unit – Set Up

Where possible the base unit should always be set-up by a minimum of 2 people. First position the multi-ride base unit in the operating area, ensuring that there is sufficient space to allow the safe use of the multi-ride.

Before setting up the base unit the operator must ensure the handle is correctly secured.

Step	Procedure
1	Tip the unit onto the rear tri-wheels using the handle and remove the front wheels.
2	Insert the stabiliser legs into the 4 slots on the front and side of the unit ensuring the spring clips can be connected.
3	Remove the A-frame from the rear of the base unit.
4	Lift the rear of the base unit using the handle and replace the tri-wheels with the stabiliser legs ensuring the spring clips can be connected.
5	Remove the handle.

Control Box – Set Up

Step	Procedure
1	Position the control box on a firm, stable base unit that is within 30 meters of the main power supply, ensuring the operator will have an unobstructed view of the multi-ride and can control the entrance/exit of the ride.
2	Connect the silver trailing socket lead from the control box into the inlet plug on the bottom of the base unit. This will only fit one way, and you must ensure it is secure by engaging the safety lock.

3	Connect the blue lead from the control box into the main power supply or extension lead.
4	Ensure that cables from the control box to the base unit are not lying on top of a stabiliser leg.

Inflatable Bed – Set Up	
Step	Procedure
1	Place the inflatable bed around the base unit and lay it down flat.
2	Secure the Velcro flaps on the inflatable bed, and ensure that all zips and vents are closed.
3	If operating outdoors on grass, always insert one stake into an anchor point on the inflatable air bed temporarily until ready to inflate.
4	If operating outdoors on concrete, position the sandbags around the inflatable unit before inflating.
5	Attach the electric fan to the blower tube outlet on the inflatable bed and secure tightly.
6	Plug the electric fan into the power supply.
7	When inflated, ensure that the safety bed is correctly positioned and flush up against the base unit.
8	Secure the safety bed using weight or pegs depending on the surface type.

Multi-Ride Attachment – Set Up	
Step	Procedure
1	Loosen bolts on the underside of the multi-ride attachment and base plate.
2	Place the multi-ride attachment onto the base plate on the top of the multi-ride and slide into place.
3	Firstly, tighten the lateral bolt, and then the two rear clamps.
4	Ensure that the rope handle is not exceeding a length of 150mm (6").

Electrical Safety

All electrical equipment must be visually checked prior to use and cables must be routed safely to avoid trip hazards. Ensure all trailing cables are covered or routed away from walkways to prevent trips and falls.

Stability

The multi-ride be assembled on a firm, level surface and remain stable at all times during operation.

Security of the Globe

Leaving the multi-ride unattended at any time could result in:

- Spectators being tempted to operate or mount the ride which could result in injury
- Spectators causing damage to the multi-ride
- The multi-ride being stolen

If the multi-ride is being left on site before or after operation then it is advised that a member of staff from the company or a security person from the venue remain with the multi-ride should the operator have to leave the multi-ride for any reason.

If this isn't possible then the following procedures should be followed.

End of Day Procedure (Multi-Day Hires)

Step	Procedure
1	Lift the mat and stand it up against the entrance of the multi-ride.
2	Turn the a-frame safety board around so it displays "This Attraction Is Currently Closed" sign.
3	Deflate the inflatable bed by unplugging the cable by the control box and at the back of the multi-ride.
4	Detach the blower and remove from the area (secure in a locked company vehicle).
5	Unplug the cable running from the mechanics base to the control box.
6	Remove the control box and put it in its flight case with the cables and splitter (secure in a locked company vehicle).

Operation of the Multi-Ride

Supervision

The multi-ride must be operated by a trained operator at all times during operation.

Preparing to Start the Ride

To start the ride the operator should:

Step	Procedure
1	Ensure that the emergency stop button is in the OFF position (not pressed in).
2	The Mains Isolator Switch is in the ON position (Vertical position).
3	The rider is correctly positioned on the multi-ride.
4	Both the Spin & Buck speed dials are set to zero.

IMPORTANT

Before starting the ride explain to the rider the correct riding position and to shout 'STOP' if they'd like you to stop the ride.

Starting the Ride

To start the ride the operator should:

Step	Procedure
1	Press pre-set programme 1 then move their hand over the red stop button.
2	Once the rider is confident and has reached 30 seconds the operator may choose to select programme 2 then move their hand over the red stop button.
3	The operator will then close the main zip and open the rear entry zip so users can exit.
4	After all users have left, the operator will close the rear zip before returning to the queue to assist the next group of users.

IMPORTANT

Never select a pre-set programme that is more than the rider's capabilities. If they aren't confident do not move them to programme 2.

Stopping the Ride

To stop the ride, the operator should either:

1	Press the red stop button beneath the green pre-set programmes.
2	Hit the emergency stop button

The operator should stop the ride immediately if:

- The rider is, or appears to be, falling from the multi-ride
- The rider is not sitting in the correct riding position
- The rider has shouted 'stop'
- Spectators are sitting or leaning on the inflatable bed
- The rider is not adhering to the rules outlined at the start of the ride

When the rider has left the multi-ride and is no longer on the inflatable bed, the operator should re-set the multi-ride ready for the next rider.

The operator should not allow the next rider onto the multi-ride until the previous rider is no longer on the inflatable bed.

The Correct Riding Position

The operator must ensure that the rider:

- Sits in an upright/vertical position throughout the ride
- Always faces the front of the multi-ride attachment
- Have his/her legs positioned down either side of the multi-ride attachment body
- Holds onto the rope handle provided with one hand
- Leans slightly back during the ride

The operator must ensure that riders do not:

- Hold onto the horns of the Rodeo Bull before, during, and after the ride
- Put his/her legs under the horns during the ride
- Lean forward toward the front of the multi-ride
- Lean backwards into a laying position
- Lean forward toward into a laying position
- Wrap the handle around their hand during the ride
- Stand on the multi-ride attachment (unless it is specifically designed for this such as a surf-board / snow board etc.)

The operator must not allow at any time:

- More than one person on the multi-ride at any one time
- Any person to ride backwards on the multi-ride

The operator must ensure that riders:

- With long hair, have it firmly tied back throughout the ride
- Are warned that damage may be caused to tight clothing such as skirts or trousers

Riders Personal Effects

Operators must ensure that riders remove all personal effects such as:

- Keys & wallets
- Mobile telephones from pockets
- Rings & watches
- Loose & Tight clothing – this could get damaged during the ride
- Any small objects such as coins - these could be lost during the ride

During the operation of the multi-ride, operators should take no responsibility for rider's personal possessions, such as:

- Jewellery & watches, etc.
- Handbags, shoes, & clothing
- Wallets & purses
- Mobile phones & keys

Operators should advise the riders to store these safely or leave with a close friend/relative while they ride.

Riders

Before allowing any rider onto the multi-ride, the operator should ensure that the rider:

- Has seen the multi-ride in action and fully understands that he/she will fall/slip onto the inflatable safety mat
- Understands that during the ride he/she will move in an upward and downward motion and spin from side to side at variable speed
- Is not being forced into riding on the multi-ride
- Is happy and wants to ride on the multi-ride
- Is fully aware of the rider restrictions

The operator must ensure that the following items are removed:

- Footwear - shoes and boots
- Spectacles & facial piercings
- Sharp objects, such as keys, pens & plastic toys
- Food or sweets from riders' mouths

To help maintain the appearance of the multi-ride, all riders should remove footwear prior to stepping onto the inflatable bed.

Operators should not allow the ride to begin:

- If the previous rider is still either on the multi-ride or the inflatable bed
- Until the rider is positioned correctly on the multi-ride attachment

- If spectators are leaning or sitting on the inflatable bed
- Until the rider fully understands all the rules, i.e., do not touch the horns, etc.
- If the rider is, or appears to be, not adhering to the instructions given

Rider Restrictions

The operator should not allow any person onto the multi-ride until he/she has seen the ride in action.

Allowing a rider onto the multi-ride who has not seen the ride in action could result in the rider panicking and becoming frightened or distressed.

All riders must be a minimum height of 1.2 meters (3' 6" tall).

The operator must ensure that at no time should any person sit or ride on the multi-ride who is or appears to be:

- Tired or unwell
- Pregnant
- Overweight or suffering from obesity
- Recovering from an injury
- Blind or has impaired vision
- Under the influence of alcohol
- Under the influence of drugs

Has or is suffering from:

- Heart condition/s
- Epilepsy
- Neck or spinal injury/injuries
- High blood pressure

Any person who is:

- Recovering from surgery
- Unable to mount the multi-ride unaided
- Acting in a rough, rowdy, or aggressive manner
- Not adhering to the instructions of the operator

Any person who:

- Has a reoccurring injury
- Has any type of food or objects in their mouth
- Weighs or appears to weigh more than 115kgs (18 stone)

The operator should not allow any persons to be forced against their will to ride the multi-ride.

Multi-Ride Base Unit – Pack Down

Where possible the base unit should always be packed down by a minimum of 2 people. Ensure the area is clear of all other equipment before beginning to pack down the base unit.

Step	Procedure
1	Ensure the attachment plate is facing the correct direction with the clamp to the rear of the base unit.
2	Disconnect all cables.
3	Attach the handle to the plate and check it is correctly secured.
4	Lift the rear of the base unit and replace the stabiliser legs with the tri-wheels.
5	Attach the A-frame to the rear of the unit.
6	Tip the unit onto the rear tri-wheels and remove the front and side stabiliser legs.
7	Insert the front wheels and lower down slowly.

Control Box – Pack Down

Step	Procedure
1	Before disconnecting the control box ensure the attachment plate is facing the correct direction.
2	Disconnect power supply.
3	Disconnect Silver trailing socket.

Inflatable Bed – Pack Down

Step	Procedure
1	Operator to ensure the inflatable bed is clear of all persons before deflating.
2	Disconnect fan, power supply and open all zips and vents.

3	Once fully deflated anchorage can be removed.
4	Remove attachment following below procedure then return to fold and roll the inflatable.

Multi-Ride Attachment – Pack Down	
Step	Procedure
1	Ensure inflatable bed is deflated before attempting to remove attachment
2	Loosen rear clamps then the lateral bolt.
3	Slide the attachment forward and lift off the base plate.

Date of Assessment	08/05/2025	Status	Completed
Re-assessment Date	16/04/2026	<i>M.Huthwaite</i>	Molly Huthwaite