



Gedling Bouncy Castle Hire

Method Statement

The operation of the inflatable play equipment should adhere to manufacturer instructions and EN14960:2019. Inflatable play equipment is a structure relying on a continuous supply of air to maintain its shape, on or in which users may play, bounce and/or slide. All of our inflatables require a blower which is a powered machine, this must remain plugged in to provide continuous air supply.

A controller is a person or company that has responsibility for the overall control, inspection and maintenance of the equipment.

An operator is a person appointed by a controller to be in charge of the operation of the equipment anytime when it is available for use by the public. If the company or representative of the company is not on site for the duration of the event the person hiring the inflatables is responsible as the operator or to appoint an operator. The operator must be in charge of the equipment and remain on-site with the equipment at all times. All operators must be a responsible and competent person over the age of 18.

An attendant is a person working under the control and direction of an operator to assist in the operation of the equipment. An attendant must be a reliable and competent person aged 16+. An attendant must never be left alone with equipment.

All inflatables require constant supervision.

All inflatables have a maximum number of users determined by height, this should not be ignored and users should be split into similar heights to help avoid accidents. Siblings and friends may bounce together.

The majority of our inflatables only require one operator however some of our larger items such as our 100ft Assault Course requires 2 operators or 1 operator and 1 attendant. Depending on the traffic of the event and the duration more operators and/or attendants may be required. We will advise upon booking.

Operation of the Inflatable

All operators/attendants must enforce the rules below:

1. Remove Footwear
2. Remove hard, sharp and dangerous objects from their person
3. Remove glasses where practicable
4. Prohibit the consumption of food or drink and gum
5. Keep the entrance free from obstructions
6. Prohibit the users from climbing or hanging on the containing walls and beams
7. Prohibit somersaults and rough play
8. Watch the activity of the inflatable constantly
9. Use a whistle or other signal to attract the attention of the users
10. Separate large more boisterous users from smaller ones
11. Evacuate the inflatable during the re-fuelling of a generator
12. Follow the information provided on emergency or accident procedures
13. Record any accidents that occur during supervision



Uniform / Equipment

When operating equipment all of Gedling Bouncy Castle Staff will be identifiable, this will be in the form of uniforms or if on a public event, they will wear a branded high-vis vest which contains the words "Event Staff" on the back. When on events our staff members will carry a whistle around their neck and a radio for events with multiple staff/locations.

Operating System

Before operating any equipment, all operators and attendants need to familiarize themselves with the maximum number and height of users this is visible on the front of the inflatable.

For public events, our staff will follow a system set out in their training to ensure users can be controlled in a safe manner. This system depends on what equipment is being used and varies for each type of equipment and the type of event.

Misbehaviour / Rule Breaking

A whistle should be used upon the first sign of any misbehaviour. The user should be told to stop what they are doing, you should then explain what they are doing wrong, if the user carries on, then you must bring them off the inflatable and ask them to leave the area.

Operator / Attendant Duties

All operators and attendants are required to safely supervise the users of the equipment.

Before letting anyone on the equipment users need to be organised into groups of similar height (siblings and friends are usually ok to go on together however separate these from other users if a large group).

It is extremely important to ensure that user limitations are never exceeded in line with safety regulations. The user limitation is set by the PIPA Inspector to ensure that the inflatable can be safely evacuated should an emergency occur. Large groups will need to be split up.

Once the operator or attendant has the first group ready to go, they must ensure users have complied with the following:

- I. Ensure that all users remove footwear, jewellery and any other hard, sharp or dangerous objects (such as badges, pens and anything in their pockets).
- II. Ask spectacle wearers if they can manage without them, if they can kindly ask them to remove if not then warn other users to be extra careful.
- III. No users have got food, drink or chewing gum on or near the inflatable.
- IV. Ensure users are not obstructing the entrance or exit of any inflatable.
- V. Ensure nobody playing on the step or the front apron of the inflatable.
- VI. Ensure that users who do not conform to the height restrictions do not use the inflatable. As a general rule if they are taller than the inside wall then they are too tall, unless there is a sewn rain cover. User height may differ for slides.
- VII. Stop users from attempting somersaults and stop any rough play.
- VIII. Never allow users to climb walls.



- IX. Larger, more boisterous users are separated from smaller ones. If a family is using the equipment ensure they are careful of the smaller ones and others around them.
- X. Ensure that the equipment is not overloaded with users.
- XI. The number of users at any one time should be limited to allow each user enough room to play safely.
- XII. Keep entrance and exit areas clear of onlookers so that the operator/attendant has a clear view and can ensure that users enter and exit safely.
- XIII. Never leave the inflatable unattended.
- XIV. Never let a child leave the area if they cannot find their relatives.

Emergency Procedures

Power Failure/Damage

In the event of a power failure which causes the blower to stop or if damage occurs the operator/attendant must take immediate action.

1. Blow the whistle and shout "Stand still"
2. Instruct users to evacuate the inflatable via the front of the inflatable or their nearest exit
3. Ensure you hold up the entrance so users can exit the equipment safely
4. Use any attendants available to assist with smaller users exiting the inflatable
5. As the users exit ask them to sit on the ground in a group a safe distance away from the inflatable
6. Once evacuated call over the controller to assess the situation while you keep the group calm, ensure they are all ok and check for any injuries

If it is extremely important to not allow anyone apart from the operator or attendant helping to enter the inflatable as this will cause it to deflate quicker.

Storm/Winds

Follow these steps in the event of a storm or where the wind feels too strong or a reading of 19mph is captured on the wind anemometer.

1. Stop the session straight away.
2. Deflate the castle as quickly as possible.

If bad weather passes you can resume.

It is possible to use equipment in light rain providing it is fitted with a rain cover once the surface gets wet end of the session as this can cause injury. Wait until the inflatable is dry before use. You can assist with the drying with a towel.



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Injury

In the event of an injury to a user we recommend the following steps are followed:

1. The operator or attendant must blow the whistle and shout “standstill”
2. The operator or attendant gets onto the castle and investigates the injury, it is usually a minor injury such as a bruise or friction burn and that could just need a bit of sympathy and reassurances after which the session can continue if they would like to exit then assist them in getting off and reunite them with their guardian.
3. If the injury is more serious the operator or attendant must stay with the injured user.
4. They must then evacuate the users and find the injured user’s guardian as well as send someone to get further medical help these may be first aiders on-site or an ambulance may need to be called.
5. Ensure that the notes are made including the size and number of users on the inflatable at the time, the type of injury and any other relevant information.

Checklist in the event of a serious accident:

1. Evacuate the users from inflatable
2. Make the injured person comfortable (do not move them)
3. Send someone to find the injured person’s guardian
4. Send for an ambulance or first aiders (if on site)
5. Write down the circumstances of the accident, date, time, number of users
6. Take names and addresses of witnesses
7. Note the names of the operator/attendant and attendants on duty
8. Notify the controller that an accident has occurred

