



Marks Tey Parish Council

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BOUNCY CASTLE POLICY FOR HIRERS

Guidelines for event managers hiring inflatable's for events at council owned or managed land.

Inflatable play is normally a very safe and great way for children to exercise and have fun. Inflatables are in the top three 'must have attractions' at events alongside face painting and a tea tent. These guidelines are to help you select the right company to provide you with a properly inspected and safe inflatable.

What you should check before hiring an inflatable

Reputable inflatable hire companies should be signed up to the PIPA Inflatable Play Inspection Scheme or ADIPS (Amusement Device Inspection Procedures Scheme). These schemes ensure that equipment has been tested against stringent standards both before first use and annually.

Every inflatable manufactured or imported should have a uniquely numbered tag. This means that if you are offered an inflatable for hire you should be able to look for and find the tag number actually on the unit.

If there is no tag (or independent examiners report) then it has not been tested under the PIPA or ADIPS schemes and you will not be able to bring that inflatable to the event site in Marks Tey.

Information you need to provide to the council:-

The council requires the event manager to provide the following information for each separate inflatable operating at events in Marks Tey owned parks, open and green spaces. We require the following documents at least four weeks prior to the event date:-

- The inflatable's PIPA/ADIPS tag or serial number.
- A copy of the current PIPA/ADIPS test certificate for that tag number.
- A copy of the inflatable supplier's public liability insurance document (minimum cover £5 million)
- A copy of the supplier's full instructions on safe operation and installation for the inflatable.
- Details on how the inflatable will be supervised.

Please remember that as the event manager, it is your responsibility to check that on arrival that the tag numbers are correct and that the operation and installation is as outlined in the suppliers documents.

How to use the inflatable at an event

See below for some guidelines on setting up and using *any* inflatable's at your event.

- Inflatables should have a recommended number of users, height and weight range. Anyone using it above this recommendation can injure themselves and others.
- Make sure the flower unit is at least 1.2 metres away from the inflatable and protected from damage. Serious injury can occur if the user strikes the blower unit.
- Any generators used for the electrical supply should be maintained and protected from damage. This could be positioning them in a safe place away from the public or by using barriers around them.
- Make sure the equipment has a current test certificate.
- Look for the PIPA tag and check its validity on this site.
- Use surround mats if provided, these are provided to reduce risks of injury.
- Ensure that children and the inflatable are supervised at all times by a responsible adult, the vast majority of accidents occur through lack of proper supervision.
- Anchor the inflatable to the ground and ensure that you use every anchor point. Even in non-windy conditions the inflatable will move during use (perhaps taking it dangerously close the blower unit).
- Hire your inflatable from a reputable operator who can provide you with the correct documentation electronically where possible and in advance.
- Follow the instructions given to you by the supplier – they are there for the safety of your event and the users.
- Hire on the basis of the safest – not the cheapest.
- Deflate the inflatable after use to prevent unsupervised use.
- Never use an inflatable in high winds.

Other information and advice

For more details on the PIPA scheme please visit their website www.pipa.org.uk or the ADIPS scheme at www.adips.co.uk.