

CONSTANTINE PARISH COUNCIL PLAY AREA POLICY DOCUMENT AND RISK ASSESSMENT

Foreword

Constantine Parish Council believes that play is a vital component of growing up and is how children develop skills, physical, social and intellectual

This document is intended to guide Constantine Parish Council in its role as the Management Trustee of the Recreation Ground. This policy applies only to play equipment upon the Alice Hext Charity Recreation Ground and is not applicable beyond this, such as equipment on private land.

The Management of Health and Safety at Work Regulations 1999 recommends that owners and managers of premises should undertake a risk assessment of their facilities – this includes the children’s playground. This document defines and makes clear the duties and responsibilities of Constantine Parish Council as the Management Trustee of the Recreation Ground. This also includes a risk assessment setting out the key hazards and the Council’s risk mitigation process.

Constantine Parish Council Play Area Management Policy Document – Risk Assessment

The purpose of the document is to:

- assess the risks relating to the play area in the Recreation Ground
- provide a formal way for the Parish Council as the Management Trustee to identify and be notified of potentially dangerous equipment within the play area
- ensure the Council as the Management Trustee has sufficient information to make decisions on play equipment condition
- ensure that play equipment damage can be detected in a reasonable time
- ensure that potentially dangerous equipment is properly dealt with and appropriate action taken

Control measures are then applied to the significant risks where the remaining residual risks are re-scored to ensure all risks are suitably managed and controlled.

	Hazardous Event	Consequence	Affected	Management controls	Residual risk and further measures
1	Equipment which is dangerous is not identified	Play area condition deteriorates and is not recognised.	Public	<p>The nominated Councillor will confirm that he/she has undertaken inspections to identify any problems/hazards that have been created by use, abuse, weather and age.</p> <p>ROUTINE INSPECTIONS: An inspection will to be carried out every two weeks, by a nominated Councillor.</p> <p>All routine inspections will be recorded on the Play Area inspection sheets whether or not there are problems or hazards identified.</p> <p>ANNUAL INSPECTIONS: An inspection will be undertaken on a yearly basis by an accredited independent Inspector and will be arranged by the Parish Council. These reports will determine any action that needs taking</p>	<p>Tolerable</p> <p>No further action needed</p>

2	Equipment which is damaged is not dealt with correctly	People are injured whilst using the play equipment	Public	<p>All items within the Recreation Ground, whether or not shown on the Asset Register, will be inspected by the nominated Councillor</p> <p>All routine inspections will be undertaken in accordance with Information Sheet 24 provided by RoSPA, and will be recorded on the sheets provided by the Parish Council acting as the Management Trustee.</p> <p>All inspection reports will be retained by the Parish Council within its records. They will be available for inspection by request.</p> <p>Any issues raised by any inspection will be brought immediately to the Parish Council's attention. Any questions will be raised with the Annual Inspecting Body, and in the event of immediate remedial action needing to be taken the Chair or Vice Chair of the Parish Council will have delegated powers to close any piece of play equipment by either its removal, isolation or rendering harmless any dangers found.</p>	Tolerable No Further Action needed
---	--------------------------------------------------------	----------------------------------------------------	--------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------

This document is based upon guidance from Came & Co Parish Council Insurers and RoSPA Information Sheet 24.

The person responsible for play equipment inspections is as nominated by the Parish Council as the Management Trustee of the Alice Hext Charity.

This document was written by the clerk, Colin Chapman

This document was approved by Constantine Parish Council at its meeting on March 19, 2015