



PLAYGROUND PROCEDURES

These procedures were formally adopted at a Parish Council meeting held on 3rd July 2017

- 1. Annual Inspection:** The playground is subject to an annual inspection by RoSPA. In as far as it is possible, the inspectors work on the principle that elements passed as satisfactory will not deteriorate and become dangerous before the next inspection. Nevertheless there will be unforeseen problems, wear, breakages, vandalism, etc and it is to make sure that such problems do not present a hazard to users that monthly inspections shall be carried out by the Parish Council.
- 2. Monthly Inspection:** A monthly inspection is carried out by a representative from the Parish Council and involves a walk around the playground area and equipment looking for damage, malfunctions, wear and hazards. This also includes any playground surfaces, fencing, boundaries and gates. Where possible, the person making the inspection is expected to take action, dictated by common sense and within their abilities, to eliminate minor potential hazards without delay. Minor potential hazards include litter, loose objects, trip hazards, glass, nesting insects/spiders.
- 3. Potential Hazards:** In the case of more serious problems, the person carrying out the inspection will be required to report any such issues to the Parish Council with a view to obtaining professional assistance and in the meantime close off the faulty item of equipment thereby taking it out of service.
- 4. Recording Inspections:** A record should be made of the date at which each inspection is carried out, details of any problems or potential problems and remedial action taken, if any. This record should be presented to the Council at each Full Parish Council Meeting.
- 5. Maintenance:** The Parish Council employs a contractor to carry out regular maintenance to the grassed areas throughout the spring and summer months.