

Lyng Parish Council Play Area Policy Document and Risk Assessment

Foreword

Lyng Parish Council believe 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 Lyng Parish Councillors in their role as owners of a play area. This policy applies only to play equipment upon Parish Council land as listed on the Asset Register 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 the parish council as owners of play equipment within its boundaries. This also includes a risk assessment setting out the key hazards and the Councils risk mitigation process.

Lyng Parish Council Play Area Management Policy Document – Risk Assessment

The purpose of the document is to:

- Assess the risks relating to play area
- Provide a formal way for the Parish Council to identify and be notified of, any potentially dangerous, equipment within the play area
- Ensure the Council 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	Effectuated	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>Parish Councillors will confirm that they undertake 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 fortnightly by a Parish Councillor according to the published rota. All routine inspections will be recorded on Parish Councillors inspection sheets whether or not there are problems or hazards identified. Inspection sheets will be retained by the Clerk but are available to the Parish Council on request.</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 be given to Parish Councillors to determine any action that needs taking</p>	Tolerable No Further Action needed
2	Equipment which is damaged is not dealt with correctly	People are injured whilst using the play equipment	Public	<p>All items shown on the Asset Register will be inspected by Parish Councillors</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.</p>	Tolerable No Further Action needed

				<p>All inspection reports will be retained by Parish Councillors within their 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 Parish Councillors and 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>	
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This document is based upon guidance from Zurich Insurers and RoSPA Information Sheet 24.

The person responsible for play equipment inspections is as nominated by Parish Councillors.

This document was written by the clerk, Heidi Frary

This document was approved by Lyng Parish Council at its meeting on: 21st November 2018