



Risk Assessment for Hire Equipment

This risk assessment template is used by Kingdom of Castles Ltd to identify and mitigate risks associated with hire of inflatables, soft play and other party equipment. You may wish to use it to identify risks associated with your specific event, location and/or users, available to download free from www.KingdomOfCastles.com

What are the hazards?	Who is at risk? How?	Likelihood of event? 1 = not likely 2 = likely 3 = very likely	Level of harm? 1 = minor injury 2 = moderate injury 3 = serious injury	Preventative actions	Person responsible for ensuring action taken
Inflatable & equipment set-up & pack away:					
Inflatable is heavy & can be difficult to manoeuvre.	Persons setting up, packing away and transporting it. Back or limb injury from impact or strain.	2	1	Only trained staff to set up, pack away or manoeuvre. Advice will be given on manual handling techniques.	Management & persons delivering/setting up equipment.
Wet equipment.	Persons packing away & nearby. Wet equipment is heavier & slippery. Back or limb injury from impact or strain.	2	2	Dry equipment if possible. Ensure intended route is clear of obstacles & bystanders.	Persons packing away equipment. Supervising adult.
Trailing power cables.	Anyone in vicinity of cable. Trip hazard.	2	1	Lay cable in low traffic area. Secure where possible. Mark area out of bounds.	Persons setting up & packing away equipment. Supervising adult.
Damage to power cable.	Anyone touching cable or surfaces cable is in contact with. Electrocution.	2	2	Check full length of cable including plugs and sockets before use. Use RCD adapter or socket.	Persons setting up equipment. Supervising adult.
Driving in & removal of ground stakes.	Persons setting up. - Hit by mallet. Others nearby. - Hit by mallet.	2 1	1 2	Hold stakes half way down when driving in. Check area clear before driving in each stake.	Persons setting up equipment. Supervising adult.
Inflatable & equipment use:					
Adults/larger users using equipment designed for younger/smaller users	Adults/larger users could jump over sides of inflatables. Equipment including inflatables could burst or break. Users could be injured by collapsing/bursting/breaking equipment or other falling users.	2	3	Supervisors will strictly enforce age, height and weight limitations.	Supervising adult.
Larger users sharing equipment with smaller users.	Younger/smaller users could be collided with, landed on or bounced off inflatables. Injuries could result from collision, bouncing or falling off.	2	3	Users will be grouped by age/size and limited to an appropriate group size	Supervising adult.
Users jumping or falling off equipment.	Users jumping/falling off & those nearby.	1	3	Supervisors will ensure no bouncing on inflatable apron/safety step. Crash mats will be placed at all entry/exits to inflatables. Crash mats will be kept clear.	Supervising adult. Persons setting up equipment.
Objects in pockets & sharp objects	Users of hire equipment including inflatables. Users could be injured by impact with object. Objects could puncture inflatables.	1	3	Users told to remove shoes, objects from pockets, loose or exposed objects including jewellery before using equipment.	Supervising adult.
Anchor points coming free	Users or persons nearby. Inflatable could move or tip.	1	1	Inflatables will not be set up or used in winds forecast to be 24mph or greater. Inflatable will be securely anchored using pegs with hook shaped ends.	Persons setting up equipment and supervising adult.
Equipment & anchor points surrounding inflatables	Persons near & on inflatables. Tripping over equipment or anchor points. Damaging or disconnecting inflation blower causing deflation.	1 1	1 3	Users will be advised of anchor point location & that blower area is out of bounds. Non user traffic near inflatable may be prevented with appropriate fencing, tape or cones.	Supervising adult. Persons setting up equipment.
Wet inflatables	Users of inflatable. Possible slips leading to injury.	2	3	Inflatables shall not be used until dried completely. Food and drink will not be allowed on or near inflatables.	Supervising adult.
Use of generator for electricity supply	Users of inflatables. Excessive appliances connected to generator could cause loss of power to inflator blower causing deflation. Persons nearby. Generator could catch fire.	2 1	3 3	A dedicated generator shall be used for inflatables. Inflatables connected to a generator shall not exceed 75% of the max continuous placarded load of the generator. A fire extinguisher shall be kept near the generator and the area shall be made out of bounds to non supervisors.	Persons setting up equipment & supervising adult. Persons setting up equipment & supervising adult.
Use of inflatable or equipment unsupervised	Unsupervised users and persons nearby. Safety guidelines could be ignored and any unsafe practices or injuries could go unnoticed and unaided.	2	3	Inflatables and other equipment must be supervised at all times while inflated or not secured. Inflatables and other equipment will be packed away as soon as possible after the event has finished.	Supervising adult. Persons packing away equipment.