

ROUTINE INSPECTION OF PLAY AREAS CHECKLIST

Introduction

1. The **Routine Inspection** is a look at the equipment's basic condition and any faults due to vandalism. The regular check of the children's playground is intended to be quick and simple. Its primary function is to identify **faults or dangers arising from vandalism or breakage**. Such inspections can be carried out by staff other than specialists whose duties may take them to the playground from time to time.
2. Quarterly and annual inspections should be carried out by an **independent, suitably qualified specialist**.
3. The check list below is based on based on the advice and information contained on the Royal Society for the Prevention of Accidents (RoSPA) Web Site and has been adapted for Hutton Parish Council:

www.rosipa.com/play-safety/Advice/Routine-Inspection

4. **This checklist is not exhaustive and is not limited to the following:**

Play Area Site and ancillary items

- Are signs present and legible?
- Are fences complete and secure?
- Are the gates in working order?
- Are pathways and steps undamaged, unobstructed, safe and secure?
- Is the site free of litter or any dangerous objects?
- Are the seats and picnic benches secure and undamaged?
- Are the litter/dog waste bins secure, undamaged and have they been emptied?
- Has the planting or trees on the site been damaged?
- Are any low hanging branches safe? Do they need trimming?

Play Area Surfacing

- Is all safety surfacing undamaged?

Play Area Equipment – All Items

- Are all supports present; do they look undamaged?
- Do all the bolts look secure?
- Is all timber or metal work undamaged?
- If safety barriers are fitted, are they undamaged?
- Are there signs of new timber where a piece has been removed?
- Are there holes in the metal indicating where a piece has been removed?
- Is there any breakage, damage or vandalism?

Swings - Elmhurst Play Area

- Are the swing chains unbroken?
- Are the seats fixed on securely and undamaged?

Slide - Elmhurst Play Area

- Are the steps undamaged?
- Is the chute undamaged?
- Is it clear of foreign objects?

Roundabout - Elmhurst Play Area

- Does it revolve smoothly and noiselessly?
- Is it undamaged?

Rocking items (Seesaw) - Elmhurst Play Area

- Does the item move smoothly and noiselessly?
- If safety guards are present, are they undamaged?
- Does it strike the ground?

Spring items- Elmhurst Play Area

- Does the item move freely and noiselessly?
- Are the springs undamaged?
- If safety guards are present, are they undamaged?

Climbing frame- Elmhurst Play Area

- Are all the metal bars in place and securely fixed?

Aerial Cableway & Climber and Trim Trail - Springwood Adventure Play Area

- Does the runner move smoothly and noiselessly?
- Is 2 metres either side of the Aerial Cableway clear of encroaching vegetation?
- Are the cables secure and connectors present and undamaged?
- Are all the wooden supports in place and securely fixed?
- Are the wooden steps rotten? Are they secure?

Reporting and Recording

- Have you reported all faults to the Parish Clerk?
- Have you reported the inspection to the Parish Clerk, for recording its completion?