

# CHURCH RISK REGISTER AND RISK TREATMENT FORM

Event Name: Jumping Castle	Stage Manager:	Expected Attendance: 200
Event Location:	Site Supervisor:	Start Date/Time:
Event Coordinator:	Risk Manager:	Finish Date/Time:

**This Risk Register and Treatment Form is an EXAMPLE ONLY. The hazards and control measures outlined in this form have been provided as an example only and do not take into consideration your unique requirements or circumstances should you undertake a similar activity. You are advised to conduct your own Risk Assessment for any activity you elect to undertake, assessing each risk and control based on your individual circumstances and needs.**

Hazard Identified	Likelihood	Consequence	Risk (Page 4)	Elimination / Control Measure	Likelihood	Consequence	Risk	Responsibility	Date
<b>Set up and pack down of jumping castle</b>									
Jumping castle is heavy to lift and manoeuvre. Potential injury to people who are transporting the castle, putting it up or taking it down	3	3	H	At least two people to collect, lift or move equipment. Ensure that trolley is used to move heavy equipment. Advice on correct lifting procedures given to volunteers to prevent injury. At least two people to deflate and dismantle castle and re-pack	2	2	L		

Hazard Identified	Likelihood	Consequence	Risk (Page 4)	Elimination / Control Measure	Likelihood	Consequence	Risk	Responsibility	Date
<b>Set up and pack down of jumping castle</b>									
Long electrical cords Potential tripping hazard for public	3	4	H	Ensure that cables are clearly identified and covered by cable covers to avoid tripping hazard	2	2	L		
Damage to electrical cables Potential electrocution of anyone who handles equipment	2	5	H	Ensure cables have been tested and tagged, and plugs and sockets are not damaged. Ensure that leads are plugged into power supply with RCD/Safety Switch protection	2	1	L		
Anchoring pegs being installed and removed at end of day. Injury to those hammering or trying to remove pegs.	2	2	L	Hold pegs half way down stake when hammering in to avoid injuries to hands Knock stakes sideways to loosen in ground Before trying to remove	2	2	L		
Jumping Castle is wet when packing up. Equipment will be slippery and heavy	3	3	H	If possible, equipment to be dried before packing away. At least 3 people to assist with lifting of equipment if wet and heavy	2	2	L		
<b>Use of Jumping Castle</b>									
Adults or older children jumping on castle. - Adults or children could jump over sides of Castle - Damage to seams causing rapid deflation and injury to patrons	3	4	H	Height and weight restrictions in keeping with manufacturers instructions to be enforced at all times. Children over the age of 10 not permitted	2	2	L		
Mix of older and younger children on equipment. Smaller children could be injured	3	4	H	Children to be grouped by age. Number of children using the equipment at any one time to be restricted to 8	2	2	L		
Children jumping off or falling from entrance/exit of castle.	2	3	M	Soft fall mats to be place around entrance/exit of jumping castle.	2	2	L		

Hazard Identified	Likelihood	Consequence	Risk (Page 4)	Elimination / Control Measure	Likelihood	Consequence	Risk	Responsibility	Date
<b>Set up and pack down of jumping castle</b>									
				Adult supervisor to be stationed at front of castle at all times ensuring area remains clear.					
Injury due to children colliding with each other whilst on the jumping castle	4	3	H	Adult supervision to be stationed at castle at all times and ensuring that Rules of Play are adhered to by all participants. Children who do not adhere to rules will not be permitted to continue play.	3	3	M		
Sharp objects may damage jumping castle or patrons on the jumping castle	1	2	L	Castle not be to set up near rough ground or near trees which may have protruding branches. All participants will be asked to remove shoes and any sharp/loose objects prior to play (glasses, belts, jewellery etc)	1	1	L		
Anchor points fail causing equipment to move, tip or blow away. Potential injury to people in vicinity, or people on the jumping castle at the time.	2	4	H	Weather conditions to be carefully monitored. Jumping castle to be immediately deflated in the event of strong winds, thunderstorm or rain Jumping castle to be securely tethered in line with manufacturers guidelines to prevent movement.	2	2	L		
Anchor points and blower on ground next to jumping castle may cause tripping hazard to patrons	2	3	M	Area around tether points and blower to be cordoned off from general public to avoid tampering or tripping	1	1	L		
Equipment gets wet causing slipping hazard for patrons	2	3	M	Equipment not to be used if it is raining. Jumping castle to be completely dried before children permitted to play.	2	1	L		

Hazard Identified	Likelihood	Consequence	Risk (Page 4)	Elimination / Control Measure	Likelihood	Consequence	Risk	Responsibility	Date
<b>Set up and pack down of jumping castle</b>									
				No food, drink or other liquids permitted on jumping castle					
Unsupervised use of equipment	2	4	H	Jumping castle to be supervised at all times. When equipment not in use, device to be completely deflated to prevent unauthorized use.	1	1	L		

<b>Checklist/Risk Assessment completed by:</b>	
Signature	Date
<b>Approved by:</b>	
Name	Signature
Position	

Risk Assessment Matrix		Consequence (C)				
Hazard		1=Slight	2=Minor	3=Moderate	4=Major	5=Severe
		No treatment	1 <sup>st</sup> aid 1 or 2	1 <sup>st</sup> aid >2	Hospital 1 or 2	Death or Hospital >2
Likelihood (L)	<b>5 = Almost Certain</b> is expected during activity	Low (L)	Medium (M)	High (H)	Very High (VH)	Very High (VH)
	<b>4 = Very Likely</b> expected more often than not	Low (L)	Medium (M)	High (H)	Very High (VH)	Very High (VH)
	<b>3 = Likely</b> will occur on occasion	Low (L)	Medium (M)	High (H)	High (H)	Very High (VH)
	<b>2 = Unlikely</b> May occur but more likely not to	Low (L)	Low (L)	Medium (M)	High (H)	High (H)
	<b>1 = Very Unlikely</b> Practically impossible to occur	Low (L)	Low (L)	Low (L)	Low (L)	Low (L)

#### Risk Rating Table

Risk rating & Action	Very High	Activity <b>must not proceed</b> while any risk is rated <b>VERY HIGH</b>
	High	Activity can only proceed while any risk is rated HIGH with risk solution approved and signed by Safety Officer and Management (Principal)
	Medium	Risk management plan must be in place before activity begins
	Low	No further action required