

Method Statement 2018 – All inflatable's.



1. Upon arrival, the driver will take note of any safety information or displays and adhere to the rules of the site at all times.
2. The driver will ensure that whilst the vehicle is on a designated carriageway or road surface, the rules of that specific highway are bided by at all times.
3. Should the vehicle be required to travel on any undesignated areas, such as verges or footways, the vehicle will travel at a maximum of 10 miles per hour with the hazard lights flashing at all times. In these specific areas and/or other highly populated areas, the use of a banksman is recommended but **not** compulsory.
4. The area will then be inspected for suitability, at which time, the area the inflatable will cover will have any large stones or sharp objects removed & disposed of in a sensible & safe manner.
5. The area will then be checked for suitable height & for any obstructions, including but not limited to, cables trees & lights.
6. The inflatable will then be laid out & unfolded into place, A ground sheet may be used at this point where necessary. The cables will be laid out and connected to electric supply, petrol blower or generator as agreed prior to our arrival.
7. The inflation device will then be checked, connected & switched on ensuring all vents are not obstructed, bent or twisted. The remaining vents on the inflatable will then be secured.
8. Before the unit is inflated, an anemometer will be used to test the wind speed, if the speed is over 20mph. Then the unit will NOT be inflated, this will be recorded in our risk assessment and a re-test will conducted every 15 minutes until the wind speed drops below 20mph; When the wind speed drops below 20mph. At that point, ensuring that no one is on or near the inflatable the unit will then be inflated.
9. Once inflated, at various anchor points, pegs (12mmx 300mm steel anchor steaks) will be used to secure the inflatable to the ground.
NOTE* All anchor points do not require fixing, the fixing of anchor points is dependent elements such as location, usage, wind speed etc & will be determined on site.
10. When erecting on hard surface (Indoors ONLY), weights or sand bags may be used and dependant on the circumstances a guide rope may be required.
11. It is imperative that guests or other persons involved in the event do not encroach on the set-up area unless specifically requested to do so.
NOTE* All equipment to be erected as per manufacturers / Health & Safety guidelines & under no circumstances can this be compromised in any way, regardless of aesthetics or the discretion of the venue/organisers.

12. Where necessary barrier fencing, rope or tape to be used to cordon areas of especially on public events.

13. When in use of petrol blowers and, or generators, barrier's & safety fencing may be deemed necessary to seal the area off from access to the general public. Any refills to be carried out to the manufactures recommendations. To re-fuel, the units throttle/Key will be put into the stop position, the fill of the tank will be done cautiously using a funnel, until full. Other points that are to be followed are shown below:

- No smoking, naked flames or sparks to be near area
- Not to be operated by any untrained person.
- Make sure the fuel cap is secured firmly on the fuel tank.
- Any reserve fuel to be stored in a safe secure well-ventilated area and in an approved container.
- Petrol blower/ generators are for outdoor use only in well-ventilated areas.

14. Once the inflatable(s) have been checked over by the event manager or delegated health & safety officer, the event may begin.

15. Upon completion of the event, the inflatable's must be evacuated & an allocated member of staff will ensure that no participants are left on the item whilst deflation is in progress.

16. Once deflation has completed, all anchor pegs, cables, blowers & generators will be removed from site & placed back into the collection vehicles.

17. The inflatable will then be folded & rolled in an acceptable manor & transported to the vehicle, either by sack truck or wheel cart. When dealing with larger items, the collection vehicle may be required to drive to individual items for collection. Again, the vehicle will travel at a maximum of 10 miles per hour with the hazard lights flashing at all times. In these specific areas and/or other highly populated areas, the use of a banksman is recommended but not compulsory & the rules of the site will be observed at all time.

18. The area will then be checked for debris & other accessories, which will be dealt with accordingly.

19. The delivery vehicle will then depart the site, in a similar manor to that described above, again taking note of any instructions given or signing in place.

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