

Bbc Hire
RISK ASSESSMENT

RISK ASSESSMENT NO:	BBC 1/2012	DATE:	January 2024
LOCATION:	Various Locations		
OPERATION/PROCESS:	Safe installation and dismantling of inflatables		
EQUIPMENT USED:	Inflatable units, Electric blowers and cables, Small hand tools, Metal stakes.		
HAZARDS IDENTIFIED:	Minor crush injuries from rolled up units, Manual handling injuries, Impact from erection of inflatables, Impact with tools, tools falling, and slip/trip/fall hazards.		
SECONDARY HAZARDS:	Other people, Vehicles, Weather		
EXPOSED PERSONS:	BBC Staff, Passers by		
FREQUENCY OF EXPOSURE:	Only on the event date/s	DURATION OF EXPOSURE:	2 hours at start and end
CONTROL MEASURES	<ol style="list-style-type: none">1. Ensure all members of BBC Staff moving rolled inflatables are fit and capable of moving them under controlled conditions.2. Ensure Manual Handling is kept to a minimum and lifting aids/ trolleys are used at all times.3. All BBC staff are to be trained/ briefed on the correct approach to lifting.4. Ensure all tools and equipment are safe and correct for the job5. Ensure all electrical equipment has been PAT tested and records kept.6. Ensure the blower is connected and all staff and passers by are clear of the inflatable whilst being inflated.7. Ensure that once the blower is connected all staff are clear of the inflatable while being inflated.8. Ensure all corners of the inflatable are safely secured to the ground and regular checks are carried out to ensure they stay in place.9. Ensure cables are kept to a minimum and set out safely to minimise any trip/ fall hazards. Any areas where cables are protruding across walkways MUST be covered and signage prominently displayed.10. On completion of the installation all tools and non-required equipment is to be returned to the vehicle and stored correctly.11. When carrying out the dismantling of the play area ensure everyone is off/ out of the inflatable/s before switching off the electricity.12. Ensure that Vehicles are parked in a predetermined area and do not cause obstruction to the public or the emergency services.13. While driving across the area ensure the vehicle speed is kept to a minimum (5mph maximum)14. All BBC staff are to be briefed on the risk assessments for the event procedures.		
MONITORING RESULTS:	The BBC Manager is to ensure all staff are fully aware of their roles and responsibilities.		
REVIEW DATE:	January 2029		
RESIDUAL RISK RATING:	LOW		
RISK ASSESSMENT:	If the above is adhered to; Risk is acceptable.		
ASSESSOR:	Clyde Thompson	POSITION: Director	