INFLATABLE WORLD
OPERATIONAL RISK ASSESSMENT

Name of Job Task	Operation, supervision and management of Inflatable playground equipment and associated activities at Indoor Sports Centres		
Workplace area:	Covers all Inflatable World Centres	**Conducted By:**	Caroline Kingston, Director Safety for Life Pty Ltd
Approved By:	Brett Clark, Director Inflatable World Australia Pty Ltd		

Items	Hazards	IR	Potential risks	Risk Controls	RR	Responsible Persons
Access to Site	- Vehicle movement in car park - Tripping on uneven ground to access / egress premises - Broken glass / bottles left by members of the public	10M	- Moving vehicles in car park - Hit by motor vehicle - Injuries from tripping - Children not wearing shoes when entering / exiting centre	- Control of children exiting bus / car - Buses to unload children as close to entrance of building as possible and then park - Supervisors of children to control movements to front door and into centre - Facility inspection to include access and egress to and from building and premises as a whole - Centre manager to report any unsafe footpath or nature strip issues to their local council - Centre manager to inspect car parks and entry points and clean up rubbish, broken bottles etc. - Parents / Guardian to ensure that children are wearing shoes when entering and exiting from the Centre	3L	- Parent / Teacher / Child Supervisor - IW manager
Security of Children in Playground Area	- Wandering child - Child leaving through opening in nets - Child leaving centre though open doorways	9M	- Child goes missing from centre during time on site - Child being hit by car in car park or adjacent roadways - Child being taken or abused by another person	- *Inflatable World Supervision Guidelines* to be followed by supervisors - Nets to be secured to prevent egress from within the courts, with the exception of the main entry / exit into the playground area - Emergency response established for missing child procedures and staff trained - Earpieces to be used to get assistance from staff in the case of a missing or injured child - Supervision Standards to be displayed and adhered to be parents / guardians of children	6M	- Child Supervisor - Inflatable World
Inflatable Playground Equipment	- Inflatable not fully inflated - Deflating equipment	17H	- Unstable entry and exit onto device due to lack of airflow and / or wear/tear/rips on device	- Risk Assessments conducted by Engineers and improvements implemented - Operating Instructions updated and provided to all sites through IWOS as part of staff having access to	7M	- Inflatable World - Parent / guardian supervision as

Items	Hazards	IR	Potential risks	Risk Controls	RR	Responsible Persons
	- Stuck between inflatables - Movement and stability of inflatables due to positioning on courts - Movement and stability of inflatables - Misuse of blowers		- Child gets caught in deflating equipment or tries to use slide during deflation - Movement of inflatable on ground, i.e. sliding - Child gets stuck between two inflatables - Patron accessing blowers and switching them off	information and instruction - Operators to ensure staff are trained and competent in the updated Operation Instructions and requirements specific to each inflatable on site - Emergency Response established for deflating inflatable. - Staff trained in the procedure for responding to deflating equipment - Staff to monitor and prevent children attempting to squeeze between inflatables and climb on walls - Blowers in public areas are covered by the blue blower covers. - Staff to monitor patron movement around any accessible blowers. - Earpieces worn by staff to communicate emergency situation i.e. blower failure, deflation and inappropriate use or lack of supervision by parent / guardian.		per Supervision Requirements
Inflatable Playground Equipment	- Falling while exiting inflatable - Bouncing against and falling over the side wall of inflatable - Climbing over walls of inflatable and falling on to ground - Generally falling through loss of balance - Jumping and falling awkwardly - Flipping / Somersaults (prohibited activity) - Sliding and pushing against walls of slide - Body collision with	17H	Injuries results such as: - Contusions - Bruising - Burns - Fractures - Concussion - Bleeding - Sprain / Strain - Falling - Heat Illness - Infections - Heart Attack/Stroke - Asthma attack - Viral infection	- **Safety Video** provided and requirement to be watched prior to entry - **Safety Video** available on website - Verbal safety message / rules provided on entry. - Wrist bands provide warning on risk of falls - Staff Training on Operational Instructions for Inflatable equipment verbally and sent to their email through IWOS so sign-off - Active monitoring by staff to ensure correct use of equipment - Time out for patrons not abiding by safety rules. - Adequate staffing levels provided by Licensee - Staff to monitor patrons to ensure they do not bounce against walls or lay on walls. - Thick fall matting provided at entrance and exit of all equipment - Number of players on each item is displayed on equipment, and floor signs - Staff to monitor and control patron numbers on equipment - Specific equipment has full time floor staff monitoring	11M	- Children and their supervisors - Inflatable World Centre Manager, Supervisor and Floor Staff - Parent / guardian as per Supervision Requirement

Items	Hazards	IR	Potential risks	Risk Controls	RR	Responsible Persons
	another person during play - Overcrowding on inflatable equipment - Weight limit per individual exceeded - Jumping down from walls internally instead of climbing down - Being pushed while undertaking play by another person - Sliding with feet apart against wall - Sliding down slide attempting to stand-up when still in motion - Children playing while unwell / sick - Children playing with existing injury - Biological contamination			equipment when in use - **Flipping is a prohibited activity on all equipment** - **Bullying and aggressive behaviour is prohibited activity and offenders will be removed from the centre** - Signage provided throughout courts on safety requirements - Regular cleaning of equipment with hot soapy water - IWOS inspections include visual inspection of all parts of the inflatable - Silicone spray used on slides to protect surface and reduce friction during sliding - First Aid Officer on duty every shift - Automated External Defibrillators are available in some centres with trained staff - Staff trained in asthma emergency - Weight limits clearly marked and signed throughout centre and on inflatables - Staff training provided on identifying and questioning if people are over the weight limits and enforcing the safety rules - Children not permitted to play when sick, ill or presenting with existing injury or illness, this includes casts and any form of tube from body and signs of infection (snotty nose)		
Children's general play	- Running - Heat - Health - Sugar	17H	- Trip and fall - Overheating and potential for heat related illness - Dehydration - Over excited due to excessive sugar / energy	- Children encouraged to NOT run - Staff trained in identification of heat related illness - Air cooling units provided to assist with cooling down - Children monitored by parents / supervisors to have regular breaks and drinking water to rehydrate - Limit the amount of sugar intake to assist with controlling behaviour	7M	- Centre Manager - - Parent / guardian as per Supervision Requirement
Parental supervision requirements	- Parents not actively supervising young children - Children being left in centre without supervision	12M	- Children injured or lost - Child causing injuries to others	- Parental supervision requirements clearly posted around the centre and included in safety message on entry - Unsupervised young children brought to front counter as 'lost', requiring PA message to parent - Earpieces to be used to get assistance from staff in	8M	- Centre Manager - Supervisors - Parent / guardian as per Supervision Requirement

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				the case of lost children - Unaccompanied underage children kept at front counter until parent returns to centre		
Children with Special Needs	- Considered independently with child supervisor / parent	-	- Distress to child from noise, activity - Injuries - Damage to inflatables	- To be determined based upon individual assessment of child's requirements. - Parent or carer to remain with child at all times while in centre - Safety alert released to all centres	-	- Centre Manager - Parent / guardian as per Supervision Requirement
Communal Areas	- Trip and fall - Body collisions - Hot drink spills - Fluid spills - Viral infections	13M	- Trained First Aid Officer on site to attend to injured person - Lack of infection control standards by patrons increasing risk of viral illness.	- Centre Manger and Supervisor to monitor and control patrons and their children's activities - Earpieces to be used to get assistance from staff in the case of unwanted behaviour - Cleaning procedures maintained and monitored. - Hand washing facilities maintained	4L	- Centre Manger - Supervisor - Parent / guardian and Party Host
Emergency Response	- Fire - Electrical Safety issues - People / Patrons - Entry points	9M	- Injury to persons whereby first aid and emergency services are required - Delayed response - Management and control of patrons in centre - Overcrowding of occupants in centre - Restricted access by emergency services due to patron egress	- Emergency Site Plans established - Emergency Assembly Areas available, signed in prominent locations and known by all staff - Training provided to staff on duties in the event of emergency situation on commencement of employment and regularly thereafter - Fire extinguisher awareness training provided to all staff - Emergency equipment – particularly fire extinguishers - unobstructed and readily available to all areas of the operation - Emergency equipment tested every 6 months - Annual building compliance certification - Electrical equipment on 6 monthly test and tag - Damaged or unsuitable electrical equipment removed from use immediately - Earpieces to be used to get assistance from staff in the case of emergency - Occupancy numbers managed through IW operating system at kiosk - Wrist bands provided to all patrons playing on equipment	2L	- Centre Manger - Supervisor - Floor Staff - Parent / guardian as per Supervision Requirements

Items	Hazards	IR	Potential risks	Risk Controls	RR	Responsible Persons
Party groups / Youth Groups / School Groups etc..	- Cuts, burns - Pin / needlestick injury - Slips, trips - Safety rules not followed	12M	- Children handling sharp knives and/or lighters or matches for the birthday cake - Badges being worn by teachers / carers - Spilled food and drink, obstructions from shoes and presents causing slip, trip and fall hazards - Group not provided safety rules as guests generally arrive at different times. - Patrons tripping and falling on party floor mats	- Children are not given sharp knives or lighters for birthday cakes by IW staff - Teachers, parents, carers and relevant other to remove any badges and ensure any sharp objects are not on their possession when on inflatables. - Floor staff (or dedicated IW party hosts) are to make regular inspections of the party area to ensure walkways and floors are clear of obstructions and spilled food and drink. - All party guests and hosts to receive safety message on arrival at the front desk. - Party host to receive written safety guideline on confirmation of the party re: supervision and safety rules (similar to group advice) particularly around adult supervision - Floor mats to be secured to prevent trip hazard to patrons – use of durable mat that lays flat	8M	- Parents of party groups - Floor staff - Centre Manager
Group entry to centre	- Lack of supervision by parents / guardians - Injuries due to tripping and falling - Pin / needlestick injury	12M	- Missing child - Walking out on to road - Walking out in front of moving vehicle - Walking through gardens and falling - Badges being worn by teachers / carers	- Group leaders or parents to be clearly advised of and understand the supervision requirements for children of different ages - Teachers, parents, carers and relevant other to remove any badges and ensure any sharp objects are not on their possession when on inflatables. - Group leaders or parents agree to actively supervise all children under their care - Operational risk assessment to be supplied to groups on request - All groups and parties to receive the verbal safety message prior to entering the courts to play - Floor and counter staff to monitor supervisory levels provided by groups and raise any issues immediately with the group or party leader	8M	- Group leaders and supervisors - Parents of party groups - Centre Manager

INFLATABLE WORLD OPERATIONAL RISK ASSESSMENT

INFLATABLE WORLD RISK ASSESSMENT METHODOLOGY

Step 1 **Determine the most likely Consequence of the risk**

Step 2 **Select the phrase which best describes the Likelihood of the Consequence occurring**

Consequence	HEALTH AND SAFETY	FINANCIAL COST / REPUTATION
Disastrous	- Fatality of staff or patron - High level of infection / contamination affecting health - Prosecution - Directors / PCBU jailed on criminal charges by regulatory body	- Complete loss of business operations / maximum foreseeable loss event > $10,000,000 - Extensive disruption to operations / shut down by authorities - Extensive public alarm, national media coverage and social media exposure
Critical	- Disabling injury or illness, i.e. permanent loss of bodily function of staff or patron - Prosecution & maximum penalty / fine imposed by regulatory authority	- Partial loss of business operations / major business interruption event > $1,000,000 - Major disruption to operations / enforcement action by authorities - Major public alarm, attracting widespread media attention
Serious	- Injury or illness resulting in hospitalisation (overnight stay / surgery) of staff or patron - Serious disruption or incident, resulting in distress to children and adults - Prosecution & penalty / fine imposed by regulatory authority	- Serious property or equipment damage / interruption to provision of service capability > $100,000 - Complex welfare and /or heath care issue - Serious public alarm, attracting high level of negative social media exposure
Significant	- Injury or illness resulting medical attention (not admitted to hospital) of a staff member or patron - Minor behavioural issues within centre - Improvement noticed issued by regulatory authority	- Property or equipment damage / interruption to provision of service capability > $10,000 - Significant public alarm, attracting some negative social media exposure
Minor	- Minor first aid injury to staff member or patron - No action from regulatory body	- Insignificant property or equipment damage / interruption to provision of service capability < $1,000 - No public alarm or negative social media impacts - No disruption to public activities

Step 3 **Line up the Consequence and the Likelihood you have identified for the Risk to determine the Risk Score**

RISK ASSESSMENT MATRIX

Likelihood / Most Likely Consequence	Almost Certain	Quite Possible	Unusual but Possible	Unlikely to Occur	Extremely Unlikely to Occur
	Can occur on a weekly basis	Can occur on a monthly basis	Could occur on a yearly basis	Could occur every 5-10 years	Could occur once in 20 years
Disastrous	**25 - E**	**24 - E**	**22 - E**	**19 - H**	**15 - H**
Critical	**23 - E**	**21 - E**	**18 - H**	**14 - H**	**10 - M**
Serious	**20 - E**	**17 - H**	**13 - M**	**9 - M**	**6 - M**
Significant	**16 - H**	**12 - M**	**8 - M**	**5 - L**	**3 - L**
Minor	**11 - M**	**7 -M**	**4 - L**	**2 - L**	**1 - L**

Step 4: Use the Risk Score to determine the appropriate actions to take in addressing the risk

Score and Statement	Action
Extreme	Highest management decision required. Thorough assessment of risk and immediate attention required. Stop task until controls implemented and risk reduced to lowest level acceptable.
High	Urgently do something about the risks. Immediate attention of risk control required.
Moderate	Management to review and ensure that system / task instruction is provided to workers
Low	Acceptable for now. Record and review if any equipment/people/materials/ work methods or procedures change.

Step 5 **Address the Risk using the Hierarch of Controls**