

BOUNCY CASTLES POLICY

PLEASE READ THIS CAREFULLY BEFORE BOOKING A BOUNCY CASTLE* FOR YOUR EVENT

Bouncy castles may be used indoors at Utterby Village Hall, but only under the following conditions:

1. When booking, the **hirer** must declare that they intend to use a bouncy castle. This declaration will imply a commitment to make sure that:
 - The bouncy castle will be supervised at all times by an adult (over 18).
 - Public liability insurance will be provided either by the **supplier** or the **hirer**.
2. Before the actual booking, the **hirer** must confirm that insurance is in place, and must be prepared to provide evidence for this.
3. **The hirer** must check with **the supplier** that the bouncy castle will fit in the hall, paying particular attention to the height of the suspended ceiling (Hall dimensions – 2.8m high/ 6.2m wide/13.5m long). Bouncy castles must not block access to fire exits.

The **hall** reserves the right to prohibit the use of the castle, or even to cancel the booking if appropriate evidence is not provided on request.

4. Utterby Village Hall does not allow Bouncy Castles to be used outside.

*PLEASE NOTE:

Utterby Village Hall is not the hirer. The **hall** insurance **does not** cover use of bouncy castles for private events.

The **hall** is only responsible for **advising hirers** that they must have arrangements in place. Any responsible **supplier** of a bouncy castle must have insurance. **Hirers** will need to check if the **supplier's** public liability insurance will **only apply if the supplier is present** to supervise the use of the castle.

If they are not present, and their cover doesn't apply, then the **hirer is responsible** for providing public liability insurance and for supervision of the castle **by an adult over 18**.

It is the **responsibility of the hirer** to investigate what cover is provided and when they should buy additional cover themselves. Insurance for a one off event can be purchased from insurance companies.

These insurance companies provide cover for use of bouncy castles -

parkinsurance.co.uk

peacockinsurance.co.uk

*** Bouncy Castles includes all types of inflatables.**

Supervision and Safety Instructions

Hirers are required to follow these instructions.

1. The castle must be adequately secured;
2. Soft matting covering hard surfaces must be placed adjacent to the front or open sides;
3. There should be responsible adult supervision, paying close attention to the children at play at all times during its use;
4. The number of children using the bouncy castle must be limited to the number recommended in the Hire Company's safety instructions. There must be no overcrowding;
5. A rota system for different age or size groups should be operated together with the observance of any age limit of users (it is suggested that children over 10 years of age should not use the equipment);
6. All children must remove footwear, hard or sharp objects such as jewellery, buckles, pens and other similar pocket contents.
7. Eating while bouncing or performing acrobatics must not be allowed.

Additionally, the **hirer** should ensure that the Hire Company (the **supplier**):

1. Fully complies with the Health and Safety Executive Guidance Note PM76 – "The Safe Operation of Inflatable Bouncing Devices" (this important guide deals with all aspects of safety);
2. Employs suitably experienced and trained adult personnel, where the Company are responsible for setting up, operation and supervision of the bouncy castle;
3. Provides written evidence of a current Public Liability Insurance Policy with a Limit of Indemnity of at least £5 million. This insurance is to cover the liability of the Hire Company. Note that this is unlikely to extend to cover the **hirer** of the equipment.
4. Provides written instructions about the safe setting up, operation and supervision of the equipment, and that the name and address of the manufacturer or supplier is clearly marked upon it.