



## HEALTH AND SAFETY POLICY 2023

### Purpose

Pump It Up Parties is committed to ensuring the safety and wellbeing of all people using our services and the community, as far as is reasonably practicable. Everyone has a role to play in keeping themselves and others safe.

The purpose of this policy is to:

- Ensure as far as reasonably practicable the health and safety of everyone involved in setting up, using or supervising Pump It Up Parties domes and tents.

- To comply with New Zealand health and safety legislation. Health and safety legislation requires us to;

have systems in place for managing health and safety, and focusses on the prevention of harm.

As a PCBU (person conducting a business or undertaking) and an operator of LBI's (Land-Borne Inflatables) Pump It Up Parties has a duty under the Health and Safety at Work Act 2015 to comply to sections 30 and 36 of the Act:

### Section 30:

1. A duty imposed on a person by or under this Act requires the person:

- a. To eliminate risks to health and safety, so far as is reasonably practicable; and
- b. If it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks

so far as reasonably practicable

### Section 36:

1. A PCBU must ensure, so far as is reasonably practicable, that the health and safety of other

persons is not put at risk from work carried out as part of the conduct of the business or undertaking

### Health and Safety Controls

#### 1. Risk Assessments

1.1 – Hazard and risk assessments identifying potential risks and site-specific hazards are completed for each hire by Pump It Up Parties and can be viewed on request.

1.2 – Site specific risk assessments are completed by Pump It Up Parties for every hire before the equipment is set up on site.

### 3. Equipment inspections

3.1 – All equipment is inspected before and after each hire to ensure that it is fit for purpose. Six monthly inspections are also completed and logged and can be viewed on request.

### 4. Accidents and Incidents

4.1 – Pump It Up Parties has an incident/accident reporting procedure and all incidents are entered into a register which will be shared with Worksafe if required/requested.

### 5. Electrical safety and fires

5.1 – All electric leads and plugs are covered and secured to avoid any person/child making contact with them.

5.2 – A residual current protection device (RDC) is provided for all electrical equipment.

5.3 – All electrical equipment is PAT tested by a qualified technician every 6 months.

5.4- Pump It Up Parties do not provide fire extinguishers for unsupervised hires. It is the responsibility of the individual hirer to ensure that they have adequate fire safety measures in place.

### 6. Inflation/Deflation

6.1 – No persons to be near to/on the inflatable whilst it is being inflated/deflated.

6.2 – The rate of deflation of the party tents can be controlled via the zip pockets on the side. The domes do not have this option.

### 7. Ground suitability

7.1 – Pump It Up Parties will complete an on-site risk assessment prior to setting up the equipment to assess suitability. Inflatables will only be set up on flat stable ground. Pump It Up Parties staff will check the ground for any issues such as such hidden holes, dips, troughs etc before setting up the products. Pump It Up Parties will not set up products on ground that is deemed unsuitable. No inflatable will be erected on unsafe or sloped ground.

### 8. Safety from falling

8.1 – All of Pump It Up Parties inflatables are not to be used for climbing, so there is no risk of falling. Clients are educated on the safety rules both verbally and in written format.

### 9. Access/Egress

9.1 – All of Pump It Up Parties inflatables have safe access/egress.

### 10. Maximum number of participants, minimum and maximum height and weight

10.1 – Client's are advised on maximum number of participants, minimum and maximum height and weight at delivery.

### 11. Blower System

Only the correct certified blowers are used with Pump It Up Parties inflatables. They are checked before and after every hire to ensure there are no defaults and PAT tested every 6 months.