



Playpark Inspection and Maintenance Policy

1. Aldbrough S John Parish Council (ASJPC) is responsible for managing and maintaining the Playpark equipment located on Low Green. Visual inspections occur every two weeks, Operational Inspection quarterly with a full independent inspection annually. Reactive checks are prompted by complaints or requests to ASJPC. These activities help keep the Playpark safe for children and support timely repairs, reducing equipment costs and future impacts on council budgets and insurance.

2. Types of Inspection

a. Visual Inspections

Members of ASJPC will carry out two weekly visual inspections. These inspections will identify the obvious hazards and defects and other useful information about the condition of the equipment and playpark.

b. Reactive Inspections

The clerk will respond to complaints, requests and reports received about the play equipment from members of the public. The clerk will bring any issues to the immediate attention of ASJPC members for action.

c. Operational Inspections

More thorough than routine checks, operational inspections assess the functionality of playground equipment, checking moving parts and structural integrity. These will take place quarterly.

d. Independent Full Inspection

The annual inspection is carried out by RoSPA, the annual inspection report will be reported to ASJPC any actions arising will be considered and actioned by ASJPC.

e. Records

Two weekly inspections are recorded on the inspection checklist (App1) The completed forms will be reviewed by the Clerk and filed. Inspections may increase to weekly during school holidays.

3. Responsibilities

a. Parish Council

- Ensure inspections are taking place, reports are filed and remedial actions if any are undertaken in a timely manner
- Ensure playpark is correctly insured
- Ensure asset register is correct and up to date
- Monitor play park budget and agree costs of any remedial works or replacements.



Playpark Inspection Sheet

Appendix 1

Inspected by

Visual/Quarterly

Signed.....

Date.....

✓ = OK

X1= Low Risk Action as soon as practical

X2 = Medium Risk Action within 7 days

X3 = High Risk Immediate action/Close off

		Comments
Play Park Access		
Access to playpark		
Play Park Surface		
Undamaged		
Free from animal excrement		
Free from litter		
Free from sharp objects		
Miscellaneous Issues		



Sturdy Swings		
Wear on chains <40%		
(Measure quarterly)		
Wear on shackles and bushes		
(Remove shackle pins quarterly)		
Wear on ropes		
Basket free from defects		
Cradle free from defects		
Seat free from defects		
Cleanliness of equipment		
Frame in good condition and stable with no wear on connection points for swings		
(Physical examination quarterly)		
Miscellaneous issues		



Bosworth Multi Play Unit		
Frame No splinters on any woodwork		
Steps/handrails		
Slide		
Fort No loose components		
Climbing Wall		
Balance beam		
Monkey Ropes/handles		
Miscellaneous issues		



Sturdy Flying Saucer		
Bowl damage		
Cleanliness		
Stability		
Spins freely		
Miscellaneous issues		
Picnic Table		
Table surface		
Seats		
Metal framework		
Miscellaneous Issues		
Goal Posts		
Miscellaneous Comments		