

THURSTON PARISH COUNCIL

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PLAYGROUND ACCIDENT REPORTING FORM ¹

1. Introduction

Playgrounds by their very nature should provide a degree of risk and challenges to the users. At all times it is to be recognised that in providing challenging play there will be an identifiable acceptable degree of risk. The Parish Council aims to offer play spaces which are stimulating, and challenging environments enabling children to explore and develop their abilities. In providing these environments, the Council will manage the level of risk so that users of the play areas and its equipment are not exposed to unacceptable risks and hazards.

2. Legal Requirements

The Parish Council and its Officers have a duty to take actions that will ensure the safety of people at work and members of the public who may be affected by the facilities that are provided by the Parish Council within the parish of Thurston. It will be governed by the rules of “reasonable practicability” and will seek to correct major hazards. Minor faults where risk is negligible and potential injury very minor will be monitored unless the fault or hazard changes status.

3. Accidents, Enquiries and Claims

The Parish Council will record all accidents and enquiries relating to the play areas and facilities within them. The details of the enquiry, complaint or accident will be recorded within the same system used for issuing and recording inspections.

Recording incidents in this manner will enable the council to illustrate a clear chain of information from the inspection, the associated risk, details of works and repairs carried out and any information related to an accident or enquiry.

4. Reporting Accidents:

Not every accident or incident is serious enough to call the Emergency Services, but they may have an impact on the safety of facilities in the village.

Should a child within your care have an accident at any of the play areas listed below, please report it to the Clerk to the Parish Council using the form on the following page:

Areas that are under the ownership or maintenance of the parish council:

- Heath Road Play Area
- Church Road Recreation Ground
- Thedwastre Play Area at New Green Centre
- Basketball hoop and surfacing; Gym Trail and Carousel at New Green Centre

¹ This document when completed will be retained for a period of 21 years, as required by law.

PLAYGROUND ACCIDENT REPORT FORM

DATE:	TIME: am pm
NAME OF INJURED PERSON:	ADDRESS:
AGE:	SEX: MALE/FEMALE
PARENT / SUPERVISOR / CARER NAME:	ADDRESS
TELEPHONE NUMBER:	AGE IF UNDER 19:
PLACE OF ACCIDENT (PRECISE LOCATION):	ITEM OR CAUSE OF ACCIDENT:
SURFACE:	DESCRIPTION OF ACCIDENT:

