

## TOWN OF STETTLER

<u>Prepared By:</u>	Risk Management Committee	Number:	XV-4(a)
<u>Adopted By:</u>	Town of Stettler Council	Original Policy:	1999 01 19
		Previous Policy:	N/A
		Current Policy:	1999 01 19

Title: **PLAYGROUND INSPECTION AND MAINTENANCE POLICY**

Purpose: To provide safe and hazard free play areas. In the event of a claim resulting in a lawsuit, the ability of the Town of Stettler to create and preserve evidence which shows that it took reasonable steps to ensure the safety of those using these areas.

Risks: **1. IDENTIFICATION OF PROBLEMS:**

- Playground area inspection
- Equipment is secured to the ground
- Moving parts on equipment intact
- Broken or missing equipment parts
- Structural integrity of equipment
- Protruding objects which could cause bodily harm
- Surrounding ground compaction
- Playground area fencing

Policy: **2. STATEMENT**

The Town will ensure that the Municipal playground areas are maintained in a safe condition insofar as the Town's resources will allow.

**3. STANDARDS**

### PLAYGROUND AREA INSPECTIONS

- The Town of Stettler will conduct a bi-weekly inspection of all playgrounds from May through September and a monthly inspection from October through April.
- Documentation from this inspection will be recorded on Playground Inventory Sheets using the dates completed and kept on file at the Parks and Leisure Office.
- All playgrounds will be inspected using the following criteria. Playgrounds should be inspected as follows, keeping in mind the child's size and capabilities.

## PLAYGROUND AREA INSPECTION CHECKLIST

- a) Shake all equipment to ensure that it is properly secured to the ground.
- b) Test all equipment and make sure all moving parts are not worn or seized.
- c) Check for broken or missing parts. Make sure all railings will support the weight of an adult.
- d) Check for sharp objects which could hurt users. Wood splinters, bent objects, broken ends, nails, screws, broken glass, concrete pilings etc.
- e) Check the ground material under the equipment to make sure it is not compacted.
- f) Check for graffiti and make sure the equipment looks good.
- g) When a fence has been erected around the equipment, check to see that no child could crawl through or under any part of the fence except for the designated access.

## REPAIRS AND MAINTENANCE

All repairs will be completed within 48 hours of discovery. The area will be barricaded off or equipment removed if a danger exists until the repairs are completed.

## NEW CONSTRUCTION

All Construction of playground equipment after 1998 must conform to CSA-2614-98 Standards and any new construction on old equipment must bring the equipment up to the 1998 Standards.

## PUBLIC INITIATION

- Upon resident initiation of a playground area problem, a green sheet (Concerns and Request Form) will be filled out and the situation will be assessed immediately and corrective action taken as required within a reasonable length of time.