

It is the responsibility of the playground owner / manager to ensure regular inspections and maintenance of all playground equipment and safety surfacing. The minimum frequency is as listed. The frequency may need to be increased if the equipment is subject to heavy use, vandalism or harsh conditions. **Use NZS 5828: 2015 and handbook SNZ HB 5828.2:2006.**

### There are 3 types of inspections:

**Routine Visual** - Identifying obvious hazards which may result from vandalism, use, or weather conditions. These inspections are generally daily or weekly.

**Operational** - More detailed checks on operation, stability, wear and tear. These are generally 1 - 3 monthly.

**Annual** - Main inspection carried out at least each 12 months. Checks overall level of safety of equipment, foundations and surfaces. Check for evidence of rotting, corrosion, changes in safety of equipment, as a result of repairs, or alterations. Pay special attention to 'hard to see' items and 'sealed for life' parts.

N.B. Replacement parts or alterations must comply with Tredsafe specifications. Any unauthorised alterations, additions or replacements may compromise Tredsafe's warranty or liability. Please refer to Tredsafe's brochure for item identification.

### Documentation

Records should be kept of all actions taken as part of safety management.

Routine Visual Playground Inspection (Daily or Weekly)		Date:	
Location:-		Signed by:	
Items for Assessment	Hazard	Risk 1 - 5 Low - High	Action
<b>Surfacing:</b> <u>Loose fill</u> Check depth is 300mm min. Check for foreign objects and contamination			
<u>Synthetic</u> Check condition, ensure no trip points or foreign objects.			
<b>Mobile Playground Equipment:</b>			
<b>Mobile Equipment General:</b> Check for obvious damage, splintering, missing screws, 'D' Shackles, nails or bolts. Check ropes for cuts and general wear. Check all equipment is stable and securely attached. Ensure all equipment is within safety surfacing fall zones and guidelines. Check for potential entrapment hazards.			
<b>Slides:</b> Check for damage or foreign objects. Ensure Slides are securely attached at top and Curved Slide has slide stand attached correctly and is bearing most of the weight of the Slide. Check there is a minimum of 1.5m safety surfacing from the base of the slide. Check foam rubber padding is attached to underside at top of Bannister, Straight and Curved Slide ie no gaps between Slide base and top of Cube.			
<b>Planks:</b> Check for protruding screws, loose cleats or splinters			
<b>Bridges:</b> Check for stability. If attached to a deck clip on bar, then should be padlocked. Check rope bridges for cuts or frayed rope. Check all bungs / plugs are in place. Check Triple Rope Bridge shackles are tight. Check label for 'use below 600mm' is in place			
<b>Rock Walls:</b> Check rocks are secure.			
<b>Rope Climbers:</b> Check ropes for cuts and excessive wear. Check all ropes are securely fastened / attached.			
<b>Overhead Ladder:</b> Ensure securely attached and level ie not on angle when between 2 x 1200 Cubes as this exceeds the maximum fall height of 1500mm.			

Items for Assessment	Hazard	Risk 1 - 5 Low - High	Action
<b>Peg Climbs:</b> Are plastic caps/bungs on rungs in place and secure.			
<b>Swings:</b> Check moving parts for wear and smooth action Check attachments for wear or damage, particularly eyebolts, shackles and carbine clips. Check safety caps are in place			

**Fixed Playground Equipment:**

<b>Decks and timber componentry:</b> Check for damage, excessive cracking, splintering, protrusion of screws, nails or fixings. Check foundations and structures are free of movement, rot, corrosion etc. Are all handrails, guardrails, barriers, handgrips, clip on bars, bolts and fixings secure? Check for moss or mould buildup on traffic services			
<b>Roofs</b> Check stability and any fittings or cladding are loose or missing. Check bolts, screws, nails are secure and no protrusions. Check safety caps are in place.			
<b>Bridges:</b> Check ropes for cuts or excessive wear. Check timber bridges for excessive splitting or warping. Check Clatter Bridge for entrapment gaps between timber slats.			
<b>Rock Walls:</b> Check rocks are secure.			
<b>Ropes, Cables and Chain:</b> Check for excessive wear or fraying. Check fastenings are in good condition. If any modifications, cuts, fraying or more than 1/3 wear then repair or replace. Check all are securely fastened, no loose ends.			
<b>Security Wires:</b> Must be stowed away during session time as they could be a potential trip or entanglement hazard.			
<b>Other:</b> Is there any other problem or hazard not covered in the above?			

**Operational Playground Inspection (Monthly, Quarterly or each Term)**

Date:

Location:

Signed by:

Items for Assessment	Hazard	Risk 1 - 5 Low - High	Action
<p><b>Surfacing:</b>  <u>Loose fill</u>                      Check depth is 300mm min.                      Check for foreign objects and contamination</p>			
<p><u>Synthetic</u>                      Check condition, ensure no trip points or foreign objects.                      Check for surface deterioration or sub-surface failure.</p>			
<b>Mobile Playground Equipment:</b>			
<p><b>Mobile Equipment General:</b>                      Check for obvious damage, splintering, missing screws, 'D' shackles, nails or bolts.                      Check ropes for cuts and general wear. Pay particular attention to attachment points for excessive wear.                      Check for excessive sagging and possible entrapment.                      Check all equipment is stable and securely attached.                      Ensure all equipment is within safety surfacing fall zones and guidelines.                      Check for potential entrapment hazards.                      Check all attachment hooks are in good condition.                      Check safety caps are in place and check rocks and other fittings are secure.</p>			
<p><b>Cubes:</b>                      Check for damage.                      Check for water penetration into timber (bulging).</p>			
<p><b>Slides:</b>                      Check for damage or foreign objects.                      Ensure Slides are securely attached at top and Curved Slide has slide stand attached correctly and is bearing most of the weight of the Slide.                      Check there is a minimum of 1.5m safety surfacing from the base of the slide.                      Check foam rubber padding is attached to underside at top of Bannister, Straight and Curved Slides ie no gaps between Slide base and top of Deck.</p>			
<p><b>Planks:</b>                      Check for protruding screws, loose cleats or splinters</p>			
<p><b>Bridges:</b>                      Check for stability. If attached to a deck clip on bar, then should be padlocked.                      Check rope bridges for cuts or frayed rope.                      Check Triple Rope Bridge shackles are tight and label for 'use below 600mm' is in place                      Check walking surfaces for wear and tear.                      Check all attachments are secure.                      Check all bungs / plugs are in place.</p>			
<p><b>Rock Walls:</b>                      Check rocks are secure.</p>			
<p><b>Bannister Rails:</b>                      Check rails are securely attached to top of cube &amp; have a 2m minimum clearance at end of run off</p>			

<b>Slippery Log:</b> Ensure 'use below 600mm' label in place Check log is firmly attached to frame			
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<b>Items for Assessment</b>	<b>Hazard</b>	<b>Risk 1 - 5 Low - High</b>	<b>Action</b>
<b>Rope Climbers:</b> Check ropes for cuts and excessive wear. Check all ropes are securely fastened / attached.			
<b>Overhead Ladder:</b> Ensure securely attached and level ie not on an angle when between 2 x 1200 Cubes as this exceeds the maximum fall height of 1500mm.			
<b>Peg Climbs:</b> Are plastic caps on rungs all in place and secure.			
<b>Swings:</b> Check moving parts for wear and smooth action Check attachments for wear or damage, particularly eyebolts, shackles and carbine clips. Check safety caps are in place.			
<b>Fixed Equipment</b>			
<b>Decks and timber componentry:</b> Check for damage, excessive cracking, splintering, protrusion of screws, nails or fixings. Check foundations and structures are free of movement, rot, corrosion etc. Are all handrails, guardrails, barriers, handgrips, clip on bars, bolts and fixings secure? Check for moss or mould buildup on traffic services.			
<b>Roofs</b> Check stability and if any fittings or cladding are loose or missing. Check bolts, screws, nails are secure and no protrusions. Check safety caps are in place.			
<b>Roofs (Fale):</b> Check thatch panels are securely attached and in good condition			
<b>Bridges:</b> Check ropes for cuts or excessive wear. Check timber bridges for excessive splitting or warping. Check Clatter Bridge & Barrel for entrapment gaps between timber slats. Check clatter bridge cables are not frayed or worn and are secure. Check all attachment points particularly rope bridge activities for excessive wear. Check all bungs / plugs are in place.			
<b>Rock Walls:</b> Check rocks are secure.			
<b>Ropes, Cables and Chain:</b> Check for excessive wear or fraying. Check fastenings are in good condition. If any modifications, cuts, fraying or more than 1/3 wear then repair or replace. Check all are securely fastened, no loose ends.			

Items for Assessment	Hazard	Risk 1 - 5 Low - High	Action
<p><b>Swings:</b>            Are post foundations, swing hangers, top rail fixing plates secure?            If using eyebolts as hangers check for wear if more than 1/3 wear, then replace.            Check attachments for wear or damage, particularly eyebolts, shackles and carbine clips.</p>			
<p><b>Track Ride:</b>            Check foundations are secure, trolley has smooth operation and end stops are in good condition.            Check attachment bolts are secure.            Check for corrosion especially at ground level.</p>			
<p><b>General:</b>            Is there any other problem or hazard not covered in the above?</p>			

<b>Annual Playground Inspection (Annually)</b> Location: This requires detailed knowledge of the NZ Standards, training in the use of entrapment tools, fall zones and inspection procedures.		Date:  Signed by:	
<b>Items for Assessment</b>	<b>Hazard</b>	<b>Risk</b> <b>1 - 5</b> Low - High	<b>Action</b>
<b>Surfacing:</b> Pay particular attention to equipment high use / wear area. <u>Loose fill</u> Check depth is 300mm min. Check for foreign objects and contamination			
<u>Synthetic</u> Check condition, ensure no trip points or foreign objects. Check for surface deterioration or sub-surface failure.			
<b>Mobile Playground Equipment:</b>			
<b>Mobile General Equipment:</b> Check for obvious damage, splintering, missing screws, 'D' shackles, nails or bolts. Check ropes for cuts and general wear. Pay particular attention to attachment points for excessive wear. Check for excessive sagging and possible entrapment. Check all equipment is stable and securely attached. Ensure all equipment is within safety surfacing fall zones and guidelines. Check for potential entrapment hazards. Check all attachment hooks are in good condition Check safety caps are in place and check rocks and other fittings are secure.			
<b>Cubes:</b> Check for damage. Check for water penetration into timber (bulging).			
<b>Slides:</b> Check for damage or foreign objects. Ensure Slides are securely attached at top and Curved Slide has slide stand attached correctly and is bearing most of the weight of the Slide. Check there is a minimum of 1.5m safety surfacing from the base of the slide. Check foam rubber padding is attached to underside at top of Bannister, Straight and Curved Slides ie no gaps between Slide base and top of Cube.			
<b>Planks:</b> Check for protruding screws, loose cleats or splinters Check Planks have been oiled at least 6 monthly.			
<b>Bridges:</b> Check for stability. If attached to a deck clip on bar, then should be padlocked. Check rope bridges for cuts or frayed rope. Check triple rope bridge shackles are tight and label for 'use below 600mm' is in place Check all bungs / plugs are in place. Check all walking surfaces for wear and tear. Check all attachments are secure.			

<b>Rock Walls:</b> Check rocks are secure.			
<b>Bannister Rails:</b> Check rails are securely attached to top of cube & have a 2m minimum clearance at end of run off			
<b>Items for Assessment</b>	<b>Hazard</b>	<b>Risk</b> <b>1 - 5</b> Low - High	<b>Action</b>
<b>Slippery Log:</b> Ensure 'use below 600mm' label in place Check log is firmly attached to frame			
<b>Rope Climbers:</b> Check ropes for cuts and excessive wear. Check all ropes are securely fastened / attached.			
<b>Overhead Ladder:</b> Ensure securely attached and level ie not on an angle when between 2 x 1200 Cubes as this exceeds the maximum fall height of 1500mm.			
<b>Peg Climbs:</b> Are plastic caps on rungs all in place and secure.			
<b>Swings:</b> Check moving parts for wear and smooth action Check attachments for wear or damage, particularly eyebolts, shackles and carbine clips. Check safety caps are in place.			
<b>N.B. Do not attach Bridges and Slides to deck openings which have the 'old' style guardrail / opening (combined rail and handgrips) as there are entrapment issues. Contact Tredsafe and discuss.</b>			
<b>Fixed Equipment</b>			
<b>Entrapment:</b> Check for entrapment potential with entrapment tools.			
<b>Decks and timber componentry:</b> Check for damage, excessive cracking, splintering, protrusion of screws, nails or fixings. Check foundations and structures are free of movement, rot, corrosion etc. Are all handrails, guardrails, barriers, handgrips, clip on bars, bolts and fixings secure? Check for moss or mould buildup on traffic services.			
<b>Roofs</b> Check stability and any if fittings or cladding are loose or missing. Check bolts, screws, nails are secure and no protrusions. Check safety caps are in place.			
<b>Roofs (Fale):</b> Check thatch panels are securely attached and in good condition			
<b>Bridges:</b> Check ropes for cuts or excessive wear. Check timber bridges for excessive splitting or warping. Check Clatter Bridge & Barrel for entrapment gaps between timber slats. Check clatter bridge cables are not frayed or worn and are secure Check all attachment points particularly rope bridge activities for excessive wear. Check all bungs / plugs are in place.			

<b>Rock Walls:</b> Check rocks are secure.			
<b>Ropes, Cables and Chain:</b> Check for excessive wear or fraying. Check fastenings are in good condition. If any modifications, cuts, fraying or more than 1/3 wear then repair or replace. Check all are securely fastened, no loose ends.			
<b>Swings:</b> Are post foundations, swing hangers, top rail fixing plates secure? If using eyebolts as hangers check for wear if more than 1/3 wear, then replace. Check attachments for wear or damage, particularly eyebolts, shackles and carbine clips.			
<b>Items for Assessment</b>	<b>Hazard</b>	<b>Risk</b> <b>1 - 5</b> Low - High	<b>Action</b>
<b>Track Ride:</b> Check foundations are secure, trolley has smooth operation and end stops are in good condition. Check attachment bolts are secure. Check for corrosion especially at ground level.			
<b>General:</b> Is there any other problem or hazard not covered in the above?			