



“Growing, learning and working together to be the best we can”

Trampoline Use, Rebound Therapy and Health and Safety Policy / Guidance

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Lead Officer:	
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<p>UNICEF UK Rights Respecting Schools</p> <p>Children have a right to an education. Discipline in schools should respect children’s human dignity. Primary education should be free. Wealthy countries should help poorer countries achieve this.</p>	<p>Policy formally adopted by the North West SILC</p> <p style="text-align: center;">on:</p> <p>Chair of Governors</p> <p>Principal</p>
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The trampoline / Rebound therapy session should be led at all times by persons qualified to deliver the session “either North West SILC or NHS physiotherapist trained rebound therapy” staff.

Storage

On either the Green meadows site the trampoline MUST be stored and locked away in the main halls using a chain and padlock when not in use. The lifter should be stored if possible behind the trampoline or somewhere out of reach. It should be stored with the leg braces on the outside.

The Hall

Where the trampoline is being used for Rebound Therapy, the safe ceiling height must be determined by the session leader within the risk assessment.

The position of the trampoline/s – away from fire exits or walls (unless suitably padded) and overhead or protruding structures.

The lighting should be bright and even, avoiding dazzle or sunlight.

The trampoline area – protected from stray balls or projectiles.

Noise levels should be low enough for pupils to hear all instructions.

The space under and around the trampoline/s should be clear.

Where possible floor mats should be placed around the trampoline and end decks.

Clothing

All pupils and staff should wear suitable clothing; no belts, buckles, metal badges or other items that could cause injury. No jewellery.

All participants should arrive suitably attired for the activity.

Moving the Trampoline and setting up

Great care should be taken when moving the trampoline.

Students / pupils must never be allowed to help and must be kept away from the area when erecting and folding the trampoline.

Erecting and folding the trampoline must be carried out under the direct supervision and involvement of staff holding a Rebound Therapy or recognised Trampoline coach qualification. There should be 3-4 suitably sized persons, wearing sensible shoes to erect and fold the trampoline at all times.

The trampoline should only be wheeled lengthways for any distance – never sideways. When moving a trampoline sideways it should always be pushed away from you, never pulled towards you.

Students / service users

The trampoline should be unfolded and folded very slowly to avoid the possibility of the trampoline tipping over.

The roller stands should be removed and placed away from the trampoline, flat on the floor, with hooks facing down.

All operators must be competent in safe manual handling practice and understand moving and handling risk assessment.

If moving and handling equipment is available to lift the trampoline, it should be used.

Once the trampoline is erected it must not be left unattended in an open position, unless the area can be secured.

The roller stands should be removed from the trampoline (Green Meadows sites) and placed on

the floor face down. **End beds** must be used at all times on the free standing trampolines (Green Meadows sites).

Mats should be placed on floor around the sides of trampoline.

All staff must be competent in safe handling practice regarding the trampoline.

Safety checks before use for the Green meadows sites and Penny field

Check Beds for tears and areas on solid beds that have worn thin.

Loose stitching or breaks in the webbing of webbed beds which might allow toes to be caught or uneven landings to be made.

Check for Uneven tension shown by the centre/metre box red lines not being straight if present. This is caused by springs being of uneven length or missing or broken anchor bars on the edge of the bed.

High tension caused by excessive shrinkage of the bed.

Check all springs or cables to ensure they are all in place with the hooks pointing downwards and arranged so there is even tension on the bed. Stretched springs or cables should be replaced.

Check frame pads. Check for damage and security. If safety mats are used supported on end decks, they should be securely attached to the frame.

Check anchor bars on both the frame and bed for excessive wear from the hooks of the cables or springs

- Check Safety mats and push-in mats. Check for damage and security. Check Joints for wear, with the frame level all round and not bowed. Check chains for security and even adjustment.

Check leg braces inserted plus Allen screws tight, rivets secure, hinge pins and T-joint fully in place.

Check that roller stands for freely running and swivelling castors, wheels and hooks.

To ensure periodic inspection / servicing takes place by authorised contractor.

All damage should be reported to the pastoral manager, estates manager or superintendent. If necessary the trampoline should be taken out of service until it has been repaired and declared safe;

Responsibility for the session

The responsibility of the session is to be taken by a qualified member of staff; it is their responsibility to ensure the safe running of the session.

The person responsible must be aware of where the fire exits are and be familiar with evacuation procedures in the event of an alarm had been sounded.

The person responsible must make sure there is a first aider on site during a rebound session.

Any injury incurred in any class (unless extremely minor) must be reported to the pastoral manager who should record this in writing.

The person responsible is to ensure the following.

That all pupils have parental permission, at present the North West silc has a tick box consent letter which covers most activities within school, if the session leader has further concerns regarding individual pupils they should refer to "appendix A".

Pupils' medical conditions have been assessed prior to a session taking place see "appendix A"

Pupils that cannot get on and off the trampoline independently have a risk assessment related to moving and handling **before accessing the trampoline.**

All relevant Individual Pupil Risk Assessments (IPRAs) are in place prior to the session. The person

responsible for the site, pastoral manager or lead teacher must ensure that the person responsible for the session makes sure that all staff assisting must read and sign the risk assessments to denote that they have read, understand and agree to implement the control measures in the risk assessments (the generic session risk assessment and the IPRA's).

Responsibilities include ensuring the correct numbers of spotters are deployed,

At Green Meadows the trampoline is free standing. This requires 2 spotters. The End Beds need to be attached to the trampoline and used at all times.

At Penny Field, where the trampoline is at floor level, a spotter on the open side of the trampoline **may** be required to ensure safety of all users. The needs/risks as set out in the pupil's Individual Pupil Risk Assessment will dictate the number of spotters required and their positioning.

Recommended safety while the trampoline in use

At Green Meadows when waiting their turn on the trampoline all children should be away from the trampoline and engaged in an activity. Children must not sit on end decks or frame pads and must never go underneath a trampoline when it is in use.

Any spillages accidents occurring during a session should be cleaned up following health and safety guidelines, precautions should be in place to prevent contact of bodily fluid with the apparatus. If contaminated, the bed must be treated/cleaned in line with local Care of Substances Hazardous to Health (CoSHH) and infection control policies.

The session leader should not leave the session at any time, without nominating another staff member to lead in his absence.

At the end of the session

On the Green Meadows sites pupils must be taken back to class before the trampoline is put away. If another class is to use the trampoline after, ensure that at no time the trampoline is left unattended.

At Penny Fields the rebound therapy room is locked at all times when not in use.

APPENDIX A

I agree to my child receiving rebound therapy / allowed to take part in low intensity trampoline exercise.

Child's name: _____ **D.O.B.:** _____

Signature: _____ **Parent or Guardian**

PLEASE COMPLETE THE FOLLOWING

My child has:

Please circle correct answer

Detached retinas	Yes	No
Atlanto-axial instability	Yes	No
Brittle bones	Yes	No
Cardiac or circulatory problems	Yes	No
Respiratory problems	Yes	No
Spinal rodding	Yes	No
Epilepsy	Yes	No
Poor skin condition	Yes	No
Hiatus hernia	Yes	No
Gastrostomy	Yes	No
Painful joints	Yes	No
Severe challenging behaviour	Yes	No
Downs syndrome	Yes	No

REVIEW PROGRAMME:

DRAFTED 23 January 2017 / TRUSTEE REVIEW 30 January 2017 / NEXT REVIEW 30 January 2019