



SMOKY LAKE COUNTY

Title: Playgrounds and Parks Safety Policy	Policy No.: 02-01
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Legislation Reference:	<i>Alberta Provincial Statutes</i>
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Purpose:	The development, maintenance and operation of playground spaces and parks are essential to sustain and maintain quality, clean and use recreational services for all County residents. The operation and maintenance of playgrounds and parks is necessary by legal and ethical standards.
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Policy Statement and Guidelines:

1. MANDATE

- 1.1 To foster and operate all playgrounds and parks under the control of Smoky Lake County in compliance with the suggested safety guidelines and to create educationally and environmentally sound play space facilities for children and adults.
- 1.2 Smoky Lake County’s Parks and Recreation Department will continue to maintain recreational resources and make recommendations for repairs, removal, development and installation of play apparatus. Every reasonable attempt will be made to eliminate playground hazards while recognizing the element of risk which is an inherent part of any successful child’s play and learning environment.
- 1.3 Inventory of playground equipment of all sites and spaces monitored will offer a means of tracking development, improvements, repairs, and incidents; as well as routine maintenance.

2. GUIDELINES

- 2.1 By May 15th, all municipal playground structures, play apparatus and parks spaces will receive a full inspection audit by staff personnel of the Parks and Recreation Department, in accordance with the **Canadian Standard Association Playground Standards Guidelines**. Inspections will be monitored as per *Schedule “A”: Annual Playground Inspection* to secure and make safe all equipment and land for Spring/Summer use.
- 2.2 The personnel inspecting the playgrounds and parks is responsible for the removal of any and all refuse, including the emptying all garbage containers on site on a monthly basis from June to September – *Schedule “B”: Playground Cleaning and Safety Checklist*.

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Policy Statement and Guidelines:	
2.3	The personnel inspecting the playgrounds and parks are responsible to report to the Parks and Recreation Manager any necessary maintenance for completion.
2.4	All play equipment shall be installed according to manufacturer specifications.
2.5	The County shall budget funds every year to maintain existing playgrounds and provide reasonable resources to ensure timely inspections and repairs to be in compliance with the current standard of care.
2.6	The Parks and Recreation Manager shall review public concerns regarding these spaces and carry out any additional inspections deemed necessary.
2.7	An annual report will be completed by October 30th by the Parks and Recreation Department which will review all work in the playgrounds and parks, which in turn will be used in yearly budgeting and addressing liability concerns.

	Date	Resolution Number
Approved	May 15, 2008	# 493-08 - Page # 8677
Amended		# -
Amended		



SCHEDULE "A"

ANNUAL PLAYGROUND INSPECTION

Playground Location: _____

Date of Inspection: _____

Inspected By: _____

Refer to Canadian Standards Association (C.S.A.) Standards Z614 – "Canadian Playspaces and Equipment".

Chains

_____ Check for bent/worn/open links, pinch points, rust or any rough edges.

Action Taken or Comments:

S-Hooks

_____ Check for excessive wear, and that they are properly closed.

Action Taken or Comments:

Seats

_____ Check rubber seats for wear, sharp edges/points, scorching, burn or damage.

_____ Safety bars on baby seats should be intact.

_____ Check tires for wear and cracks and ensure all fastening points are secure.

Action Taken or Comments:

Sidewalls Bedway

_____ Check for protruding bolts or rivet heads, and missing or loose bolt welds.

_____ Check for rust or corrosion, metal fatigue, and rough, sharp edges.

Action Taken or Comments:

Hand/Safety Railing, Support Bars/Legs, Steps & Fastening Points

_____ Check for splitting, splinters or protruding bolts or nails.

_____ Check that welds, bolts and nuts are secure.

_____ Check that entrances or openings are blocked off if the equipment is under repair.

Action Taken or Comments:

Stairs of Slides

_____ Check all platforms and steps for safety.

_____ Check that welds of steel joints, and bolts are secure.

Action Taken or Comments:

Hanger Bearings

_____ Check for worn or excessive play in bearings/bushings.

_____ Check for unlubricated nuts, bolts, grease fittings.

_____ Check for corroded bolts and rivets.

_____ Check that clamps are secure.

Action Taken or Comments:

Grease Fittings

- _____ Check for unlubricated moving parts.
- _____ Check for excess oil or grease.

Action Taken or Comments:

Stability in Ground

- _____ Structures should not be easily swayed.
- _____ Connections should be solid and adequately secured.
- _____ Posts (wood and steel) should not be rotting or corroded.

Action Taken or Comments:

Entrapment Points/Areas

- _____ All angles, joining points or openings should be less than 75 mm or greater than 250 mm to reduce the chance of head entrapments,
- _____ Check for any points, crush, or sheer points than could cause injury.

Action Taken or Comments:

Tube Slides

- _____ Check for cracks, sharp edges, discolouration, scorching, burning, abrasion or wear.
- _____ Ensure proper fastening.

Action Taken or Comments:

Tilting

- _____ Check units for signs of tilting and/or sinking.
- _____ Check alignment of major support posts/beams, platforms, fire poles, steps, etc.

Action Taken or Comments:

Spring and Bar

- _____ Check for loose spring mounts, or broken springs.
- _____ Check for stability in ground, tilting, exposed concrete, or footings.
- _____ Check for missing protective pieces; ensure hand support bars are in place and secure.

Action Taken or Comments:

Handles

- _____ Handles should be securely fastened and not able to slide back and forth.
- _____ Check welds, bolts, etc.; there should be no sharp points, bending/warping/unevenness.
- _____ Check for missing protective caps.

Action Taken or Comments:

End/Centre Fittings

- _____ Check that nuts, bolts or clamps and fittings are secure.
- _____ Check for sharp-edges, cracked, or broken fittings.

Action Taken or Comments:

Chain Covers

- _____ Check for damaged covers and any visible signs of wear on swing chains.

Action Taken or Comments:

Locking Devices and Interior/External, Wood Checking

- _____ Locking devices, Interior and exterior, should be secure.
- _____ Check all wood timbers for major cracking: note cracks exceeding 19 mm in width.

Action Taken or Comments:

Pivot Points – Nuts and Bolts

- _____ Test pivot points for free movement; check swivels/bearing points for wear.
- _____ Check for loose, worn, rusted/corroded hardware.

Action Taken or Comments:

Lighting, signs

- _____ Check for visible weathering or damage of signs.
- _____ Check for inadequate or inoperative lighting.

Action Taken or Comments:

Wooden Borders, benches

- _____ Check for splinters.
- _____ Check for decaying wood.
- _____ Check wood for any excessive cracks, welds on seating, insecure fittings.
- _____ Check the condition of paint/stains.
- _____ Look for graffiti, vandalism.

Action Taken or Comments:

Asphalt Paths

- _____ Check for any visible damage of poor drainage.

Action Taken or Comments:

Fencing

- _____ Inspect for any visible damage.
- _____ Check for any protruding points and hardware (bolts, nuts, etc).

Action Taken or Comments:

Ground Clearance and Surface Below Equipment

- _____ Make sure depressions at and around all equipment are filled with proper material.
- _____ Check that concrete footings are not exposed.
- _____ Ensure all equipment is properly placed away from other equipment and traffic patterns.

Action Taken or Comments:

Protrusions, Protective Caps/Plugs

- _____ Check for protruding bars, bolts, and nuts, etc.
- _____ Check for sharp edges.
- _____ Check that all open-ended pipes are covered with intact plastic plugs.
- _____ Check tires for protrusions

Action Taken or Comments:

Debris, Broken Glass

- _____ Check play area for debris and broken glass and animal feces.
- _____ Check sandboxes for glass, animal feces, etc.

Action Taken or Comments:



SCHEDULE "B"

PLAYGROUND CLEANING AND SAFETY CHECKLIST

Playground Location: _____

Date of Inspection: _____

Inspected By: _____

ITEM	ACTION TAKEN OR COMMENT
<input type="checkbox"/> Check playground is free of any debris, glass, discarded metal, or any other garbage or foreign objects.	
<input type="checkbox"/> Check sand boxes for any foreign material.	
<input type="checkbox"/> Playground must have clear visibility from all access areas.	
<input type="checkbox"/> Broken swings, bars, boards or any other broken pieces of equipment.	
<input type="checkbox"/> Check for sharp points and edges in equipment.	
<input type="checkbox"/> Make sure surfaces around playground equipment have suitable material such as wood chips, mulch, sand, or pea gravel, or have mats made of safety tested rubber or rubber like materials.	
<input type="checkbox"/> Check that protective surfacing extends at least 6 feet in all directions from play equipment. For swings, be sure surfacing extends, in back and front twice the height for the suspending bar.	
<input type="checkbox"/> Make sure play structures more than 30 inches high are spaced at least 9 feet apart.	
<input type="checkbox"/> Check for dangerous hardware, like open "S" hooks or protruding bolt ends.	
<input type="checkbox"/> Make sure spaces that could trap children, such as openings in guardrails or between ladder rings, measure less than 3.5 inches or more than 9 inches.	
<input type="checkbox"/> Check for tripping hazards, like exposed concrete footings, tree stumps and rocks.	
<input type="checkbox"/> Make sure elevated surfaces, like platforms and ramps have guardrails to prevent falls.	
<input type="checkbox"/> Check playgrounds to see that equipment and surfacing are in good condition.	

