

# **Information Pack for Registration as an RPII**

**Annual Inspector  
Fully Enclosed Play Equipment**

Register of Play Inspectors International Ltd (RPII)  
Federation House, Stoneleigh Park, Warwickshire, CV8 2RF  
Tel: 024 76 693787 Fax: 024 7641 4990

## Contents

3-5	Steps to becoming a Registered Play Inspector
6	Criteria for Membership
7-9	Code of Conduct
10	Areas of Required Competence
11-19	Guidance Notes and Syllabus
20-21	Written Examination and Specimen Questions
22-24	Practical Inspections and Safety Management Audit
25-26	Membership and Examination Application Form
27	Insurance
28	Equal Opportunities Policy
29	Reading List
30	Check List

# Steps to becoming a Registered Play Inspector

## Am I eligible?

To be eligible you will already have a good working knowledge of fully enclosed play equipment inspections. You will probably already have carried out post installation and annual inspections and/or audits.

You will have a detailed working knowledge of BS8409: 2002 together with a working knowledge of EN 1176, EN 1177 and Indoor Play Areas Guidance on Safe Practice (published by ILAM) as appropriate.

## How do I apply?

### STAGE 1

Prepare a portfolio of your work. This could include the following:

- a copy of two recent annual inspections, post installation inspections or other detailed inspections carried out by you
- a brief CV giving details of relevant experience
- the names of two referees, preferably previous employers or customers for whom you have carried out Annual Inspections

This portfolio should then be sent to RPII at the address below, together with:

- a signed copy of the enclosed Membership and Examination Application Form
- details of your Professional Indemnity and Public Liability Insurances
- one passport size photographs (or electronic version)
- completed code of ethics
- the sum due

The portfolio will then be evaluated and if it meets the above criteria by showing that you have the required experience and knowledge, you will proceed to Stage 2.

If you do not have the required experience and knowledge, you will be notified of courses, which you could attend to increase your competence. In that event, your fees will be returned, less an administration fee of £50.

Please note that the evaluation is not a significant hurdle itself, it is merely aimed at avoiding people spending money on a full assessment when they clearly do not have the requisite knowledge

## **STAGE 2**

If you progress to stage 2, you will be required to attend an assessment day. At that day you will be required to submit the following details and agree to a Criminal Records Bureau (CRB) check being undertaken.

The assessment day will consist of two parts, a written and a practical examination.

### **Written:**

The written examination will consist of two papers containing some multiple-choice questions. Both papers will test your knowledge of BS 8409:2002, Indoor Play Areas Guidance on Safe Practice (published by ILAM), EN 1176 and EN 1177, and your working knowledge of the design, manufacture, materials used, operating, maintenance and inspection of fully enclosed play equipment.

### **Practical:**

A practical play area inspection and audit will be carried out in the presence of an RPII examiner. You will be required to carry out an Annual Inspection and audit of fully enclosed play equipment. You will need to describe what you are doing and explain the reasons for your actions. You will also need to make notes. The Assessor may ask questions to clarify why you are inspecting in a particular manner.

You will be permitted to refer to your own short codes, reference book, Standard, etc. However, there will be a time limit for the inspection and audit.

You will be required to demonstrate that you know how to use EN1176 Standard probes during the course of your inspection. Probes will be available on site, or you may bring your own.

An important emphasis of the assessment will be on your ability to identify hazards as well as technical failures linked to the requirements of EN 1176.

At the end of the assessment your written notes will be viewed by the examiner who will either countersign or photocopy them and return them to you before you leave. You will then be required to submit a completed inspection report within two weeks.

The Inspection Report must be based on the notes you have made on site, although it is quite permissible to refer to the Standard for clarification where the data is not commonly used. The written inspection site notes will, therefore, need to indicate where you considered there might be failures and what they might be.

The use of photographs, drawings or site plans to supplement your final Report are welcomed, but are not a requirement.

**STAGE 3:**

On satisfactory completion of the examination your name will be entered onto the Register and appropriate documentation supplied.

## Criteria for Membership

Membership of the Register shall be open to any person meeting the requirements of membership to the satisfaction of the Board of Directors.

### Membership Requirements

1. The candidate will be checked with the Criminal Records Bureau (CRB) – standard level.
2. (a) Public Liability Insurance to £5,000,000  
(b) Professional Indemnity Insurance to £500,000

**NB** If an Inspector is engaged with a suitable organisation (that is either employed by or self employed but able to benefit from the insurance cover of such an organisation) this membership condition may be satisfied on production of evidence acceptable to RPII Ltd of appropriate insurance cover.

3. Acceptance of the Code of Conduct
4. Proof of professional competence by meeting the entrance qualification requirements
5. Payment of all appropriate fees
6. Acceptance of membership shall be for a period of three years and must be continuous

### HSE Endorsement

*"HSE welcomes the initiative by the Register of Play Inspectors International Ltd to maintain a register of playground inspectors. The scheme allows you inspectors to demonstrate their competence to carry out post installation, annual or regular visual inspections as appropriate. The use of registered inspectors will help local authorities and other playground providers to comply with their duties under section 3 of the Health and Safety at Work etc. Act 1974. The Register is an important step forward to achieving higher standards of playground safety through industry self-regulation".*

Jayne Whitehead  
H.M Inspector of Health and Safety

# Code of Conduct

## 1. Introduction

The Register of Play Inspectors International (RPII) aims to promote the highest standards of professional practice, responsibility and ethics within the play inspection profession. All members of RPII are required to endorse and affirm the Code of Conduct and uphold the standards prescribed in this document.

## 2. Code of Conduct

At all times members shall uphold the good standing and reputation of the RPII and in fulfilling their daily responsibilities shall:

- comply with all statutory and other legal requirements of the country in which they work
- not misuse their authority or office for personal or other gain
- ensure that the health and safety of children using the play facility is the primary purpose for any Inspection

Members shall observe the following standards:

### General Conduct

**Members** shall always conduct themselves in such ways as are appropriate for gaining the respect of the general public, their clients, their employers and members of their own and other organisations with whom they come into contact

### Reputation of the RPII

**Members** shall uphold the reputation of the RPII and refrain from acting in any way likely to bring the RPII into disrepute. All members shall actively promote the interests and reputation of the RPII.

### Application of Skills

**Members** shall use their professional skills with integrity. They shall carry out all inspections to the best of their ability and not undertake work for which they are not competent.

### Confidentiality

**Members** shall treat all information with their client or employer as confidential unless

- this should compromise the primary purpose of the inspection which is to ensure the health and safety of children using the play facility; or
- where the public interest is paramount;
- or unless permission has been given to do so by those with the appropriate authority to give such permission.

### Declaration of Interests

**Members** shall declare to their client or employer any personal interest that may impinge on, or be deemed by others to impinge on, their impartiality in performing their duties.

### Inducements to Influence Proper Professional Judgment

**Members** shall neither offer nor accept any gift, favour or hospitality that is intended as, or which may be deemed by others to have the effect of, bribery and corruption.

### Remuneration

**Members** shall only accept fees or remuneration in connection with services rendered to their client or employer.

### Transparency of the Inspection Process

The inspection and advice provided shall be independent of any commercial, financial or other pressures and reflect the interests of the commissioning agency and the users of the play facility.

Where the Inspector is employed by a commercial company it should be clear that the Inspector is separate from sales, spare parts and maintenance services.

### Prejudicing the Interests of Others

**Members** shall not maliciously or recklessly damage or attempt to damage the reputation or prospects of others.

### Responsibility

**Members** shall accept responsibility for all work undertaken by them or under their supervision or direction and shall take all reasonable steps to ensure that those working under their supervision or direction are competent to carry out the tasks assigned to them

### Equal Opportunities

**Members** shall have regard for equality of opportunity for all in carrying out their professional duties and shall not discriminate directly or indirectly on the grounds of sex, marital status, sexual orientation, age, race, ethnic or national origin, religion or disability

Health and Safety

**Members** shall ensure that they give full consideration to health and safety in carrying out their professional duties and avoid any action that may endanger the health and safety of any person

Environment

**Members** shall take all reasonable steps to avoid waste of natural resources or damage to the environment

Continuing Professional Development

**Members** shall take all reasonable steps to maintain and develop their professional competence.

Members shall ensure that they maintain up to date awareness of developments in the field of play safety and ensure that they have systems for maintaining and demonstrating professional competence.

Training

**Members** shall encourage those under their supervision or direction to improve their performance in the tasks assigned to them and to develop their potential by undergoing suitable training/examination.

Insurance

**Members** will ensure that they are covered by appropriate levels of Professional Indemnity and Public Liability Insurance as advised by the Board of the RPII.

**3. Breaches of the Code of Conduct**

Any complaint against a member which constitutes an alleged breach of the Code of Conduct must be reported to the Chair of the Board of RPII. There will then be an investigation to determine if there is a prima facie case to answer. If there is a prima facie case the complaint will be considered by a Disciplinary Committee, in accordance with the RPII’s Disciplinary Procedure. The respondent will have a right of appeal to an Appeal Committee.

Signed: .....Name: .....(PRINT PLEASE)

Company: .....(PRINT PLEASE)

Date: .....

Register of Play Inspectors International Ltd (RPII)  
Federation House, Stoneleigh Park, Warwickshire, CV8 2RF  
Tel: 024 76 693787 Fax: 024 7641 4990  
Email: [rpii@playinspectors.com](mailto:rpii@playinspectors.com) Website: [www.playinspectors.com](http://www.playinspectors.com)

## Areas of Required Competence

An Inspector will be required to demonstrate his/her competence within the following areas by an approved acceptance method at intervals not exceeding 3 years. Should the Registered Inspector leave the play industry they will be required to re-demonstrate their competence.

The area of knowledge required will be based upon the following. The required levels of knowledge for each of these will differ. This list is extensive, to ensure an overall competence.

**H** = High level of knowledge

**M** = Medium level of knowledge

**L** = Low level of knowledge

**H** BS 8409:2002

**H** EN 1176 and EN 1177

**H** Hazard based 'risk assessment' principles and procedures

**H** Knowledge of faults, problems within fully enclosed play equipments and surfaces

**H** Inspection and record keeping, principles and methodologies

**M** Legislation relating to children's fully enclosed play equipments provision

**M** IAS, its principles and types both past and current

**M** Knowledge of faults, problems within ancillary equipment found in and around fully enclosed play equipments

**M** The appropriateness of other surfaces and floor finishes found within fully enclosed play equipments

**M** Knowledge of production processes, protective finishes and treatments used in fully enclosed play equipments

**M** Principles and techniques involved in the maintenance and repair of fully enclosed play equipments and surfacing

**M** Fully enclosed play equipment design and layout

**M** Knowledge of type, style, frequency and varying severity of fully enclosed play equipment area accidents

**L** Philosophy and principles behind a child's play needs

# **Register of Play Inspectors International Ltd (RPII)**

## **Guidance Notes and Syllabus for Certification and Registration of Children's Fully Enclosed Play Equipment Inspectors**

Register of Play Inspectors International Ltd  
Federation House, Stoneleigh Park, Warwickshire, CV8 2RF  
Tel: 024 76 693787 Fax: 024 76 414990  
E-Mail [rpii@playinspectors.com](mailto:rpii@playinspectors.com) Web: [www.playinspectors.com](http://www.playinspectors.com)

## **Introduction**

As there was no acknowledged independent accreditation and training process either for existing children's fully enclosed play equipment inspectors or for those who may aspire to the role, a number of well-known and experienced organisations have joined together to fill this gap by providing independent accreditation. This scheme enables inspectors, who are on the Register, to demonstrate their competency to carry out the tasks required.

The organisations involved comprise of the Association of Play Industries (API), Institute of Leisure and Amenity Management (ILAM), the National Playing Fields Association (NPFSA) and the Royal Society for the Prevention of Accidents (RoSPA).

Details of the Scheme, its rationale, methodology and syllabus are as follows:

### **Aims**

- To accredit and certify individual fully enclosed play equipment inspectors who have shown the required level of knowledge and demonstrated competence to the required standard.
- To provide a Register of those fully enclosed play equipment inspectors who reach the required standard and agree to the terms and conditions of registration
- To market the Register and make it widely available to organisations and individuals who may require the services of such inspectors.

### **Objectives**

- By accrediting organisations that satisfy the requirements of the Board with approval to organise and run fully enclosed play equipment Inspectors Courses for those people who wish to learn the necessary knowledge and skills.
- By the Board approving a syllabus and methodology for delivering the course content.
- By ensuring adequate resources and finances to meet the above aims.
- By ensuring candidates who wish to be included on the Register have a range of opportunities to demonstrate skills, knowledge and competencies to the necessary standards.
- By advertising the existence and purpose of the Register so that playground operators and installers may avail themselves of the services of accredited inspectors.
- By ensuring Registered Inspectors continue to update their professional development to keep abreast of changes within the industry and safety requirements.

## Methodology

There will be three routes to assessment for candidates who wish to apply for registration. These are as follows;

### 1. **Recognition of Prior Experience (RPE)**

Candidates who can demonstrate satisfactory relevant experience gained in a working situation that is acceptable to the Board may be allowed to go forward for immediate examination.

### 2. **Accreditation of Prior Learning (APL)**

Candidates who can show that they have covered the course syllabus in another recognisable setting, e.g. a college or other suitable training course, and can demonstrate successful outcomes, that are acceptable to the Board, may also be allowed to go forward to the examination process.

### 3. **Accredited Training**

Candidates who have neither of the above exemptions must undergo a training course recognised by the Board. Such a training course must, as a minimum, cover the syllabus and learning outcomes shown later. On successful completion of such a course candidates will be able to proceed to the examination process.

## Examination

An examiner who has no connection with the candidate will carry out the examination.

## Practical

All candidates will be required to undergo a practical examination. Candidates may be asked questions by the examiners and will be expected to give a verbal commentary on what they are doing, looking for, etc. during the practical demonstration. At the end of the practical demonstration candidates will be expected to hand a copy of any hand-written notes to the examiners together with any short codes, abbreviations, etc. A full report, to client standard, must then be submitted within fourteen days of the demonstration.

## Accreditation of Prior Learning and/or Recognition of Prior Experience

Candidates must provide written evidence of APL and/or RPE for submission to the Assessors/Board to enable the Assessors/Board to determine if exemption is justified.

## Viva Voce

Examiners may use a viva voce to enable the candidate to express knowledge, competence and/or elaborate on areas on which there appears to be uncertainty or ambiguity

## Syllabus

1. An introduction to BS 8409:2002, EN 1176 and EN 1177

### *Learning Outcomes*

Candidates must demonstrate the ability to reference the standards and show adequate knowledge and understanding of the standards. This will include, but not exclusively, the major measurements., test methods for entrapment, materials, substances, protection against falling, means of access, free space, falling space and zoning, ropes, chains and fixings, stairs etc. It will also include dangerous substances, flammability, foundations and loading, structural design and use of euro codes. Other subject areas are as follows: - additional requirements and test methods for all types of play equipment incorporated into fully enclosed play equipment areas, installations, different types and methods of inspection and schedules, reports and documentation, safety requirements and test methods for Impact Absorbing Surfaces

2. Hazard based 'risk assessment' and procedures

### *Learning Outcomes*

Candidates will build upon the knowledge and discussion from section and show satisfactory knowledge and skills in this area.

3. Knowledge of faults, problems with fully enclosed play equipment and surfaces

### *Learning Outcomes*

Candidates will build upon the requirements of section 1. and show they have theoretical knowledge and practical ability to identify faults and problems to the required standard.

4. Inspection and Record Keeping, principles and methodologies.

### *Learning Outcomes*

Once again candidates will build upon the requirements of section 1 and demonstrate an understanding of the needs for, and requirements of, inspection and record keeping.

5. Knowledge of Indoor Play Areas Guidance on Safe Practice (published by ILAM).

### *Learning Outcomes*

Candidates will demonstrate an adequate knowledge of the above, how to access it and what the major relevancies are.

6. Legislation relating to children's fully enclosed play equipment provision

*Learning Outcomes*

Candidates will draw upon section 1 and develop their knowledge and analysis of the Health and Safety at Work Act, Occupants liability etc.

7. Impact Absorbing Surfaces, its principles –both past and present.

*Learning Outcomes*

Candidates will be expected to demonstrate an understanding of IAS from section 1 and have the required level of knowledge of the surfaces available and the strengths and weaknesses of each type.

8. Faults and problems with ancillary equipment found in and around fully enclosed play equipment s.

*Learning Outcomes*

Candidates will once again build upon section 1 and demonstrate a good and knowledgeable understanding of faults and problems with such equipment including, for example, fences, gates, litterbins etc.

9. The appropriateness of other flooring finishes and surfacing found within fully enclosed play equipment s.

*Learning Outcomes*

Candidates will be required to discuss the relevant merits and disadvantages of a range of surfacing and flooring materials.

10. Knowledge of fully enclosed play equipment production processes, protective finishes and treatments

*Learning Outcomes*

Candidates will show an adequate understanding of the major production and treatment processes, together with their strengths and weaknesses.

11. Playground design and layout

*Learning Outcomes*

Candidates should demonstrate a thorough understanding of the design and layout principles of fully enclosed play equipment s and the ability to analyse and make constructive criticism on both proposed and existing playgrounds and/or plans. The need for separation of ages, movement flows and potential and actual dangers will need to be justified.

12. Maintenance and repair of fully enclosed play equipment and surfacing

*Learning Outcomes*

A reasonable knowledge of how to correct major and routine faults will be required together with the ability to identify where and when major faults need attention

13. Equipment, past and present

*Learning Outcomes*

Candidates will demonstrate a good knowledge of the various ranges and manufacturers of equipment commonly in use and equipment that has been used or was popular in the past. An understanding of why trends may have changed, e.g. new safety requirements etc. will also need to be demonstrated

14. Fully enclosed play equipment accidents

*Learning Outcomes*

There will be a requirement that candidates demonstrate knowledge of the different types, style, varying severity and frequency of accidents within the fully enclosed play equipment area environment. This will include recognition of the type of accidents that may be likely from various types of equipment.

15. Relationships with the public and self-management

*Learning Outcomes*

Candidates will need to demonstrate a firm knowledge of how to deal with the public, children and self. They will need to recognise the vulnerable situations each of the foregoing may find themselves in and demonstrate ways of reducing risk and/or compromising situations.

16. Philosophy and principles of children's play needs.

*Learning Outcomes*

Candidates must demonstrate a clear understanding of the general principles underpinning the philosophy of children's play. This should include the reasons why children's fully enclosed play equipment areas are built, developmental needs of children etc.

## Appeals Procedure

From time to time examination candidates may disagree with assessment decisions made about their competence. In such cases the following procedure will be applied:

- If a candidate disagrees with the result of his/her assessment/examination, the first person to be approached by the candidate shall be the Assessor/Examiner for a full discussion, which shall be within 14 working days of receipt of the results.
- Following this discussion, should the Examiner/Assessor confirm that the original result stands, but the candidate still disagrees with the decision, and then the candidate should write within 14 working days of the discussion to the Technical Director of the appropriate sector detailing the nature and extent of their disagreement with the result. The Technical Director concerned will review all the evidence including examination papers and discuss the matter with the Examiner/Assessor. He will notify the candidate in writing of his decision within 21 working days of receipt of the candidate's submission to the RPII Secretariat. In the event of an Appeal being lodged where the Technical Director was the examiner, then the Technical Director will be excluded from the review process and an alternate appointed by the Board.
- Following the decision of the Technical Director (or the alternate appointed by the Board), should the candidate disagree with the decision, the matter may be referred to the RPII's External Verifier whose decision will be final. The candidate shall refer the matter in writing addressed to the External Verifier within 14 working days of receipt of the Technical Director's (or the alternate appointed by the Board) decision. The External Verifier will respond to the candidate within reasonable time bearing in mind the nature and extent of the matter. In any event, the maximum timescale for a response will be 30 working days from receipt of the notice from the candidate.
- The nature of the disagreement will be a matter of confidentiality between the RPII and the Inspector? And
- The Inspector will continue to be able to undertake further inspection work as previously agreed?
- All written documentation should be addressed as detailed above and routed via the RPII Secretariat at Federation House, Stoneleigh Park, Warwickshire CV8 2RF.
- Records will be maintained by the RPII Secretariat of all appeals.

## Summary

The Register of Play Inspectors will be available to operators and installers of children's fully enclosed play equipment areas. This register will contain only inspectors who have demonstrated adequate skills, knowledge and competence to independent examiners. An independent Board made up of knowledgeable people from widely known and respected organisations will have appointed the examiners. Gaining entry to the Register via the routes shown in this document will demonstrate a commitment, by practitioners, to high moral, ethical and professional standards.

## Written Examination and Specimen Questions

Three categories of questions will be involved in the written assessment namely: -

- A) "Quick Fire" responses required – based usually on a question of fact requiring in most cases one to six word answers.
- B) Multiple Choice – a statement with a number of options; usually three or four from which to choose the correct answer.
- C) Detailed Response required – with explanation(s) and or logistics to be provided in some cases as well as providing facts.

### Examples A – Quick Fire

1. To minimise the dangers of accidents arising from concealment of children in ball pools, junior ball pools should not exceed a depth \_\_\_\_\_mm and toddlers' ball pools should not exceed a depth of \_\_\_\_\_mm.
2. Balls should be a minimum diameter of \_\_\_\_\_mm for ball pool applications.
3. PVC covered foam composites should meet ignition standards of ignition resistance equivalent to these specified in BS \_\_\_\_\_.

### Examples B – Multiple Choice

1. Doors – handles should be chamfered or rounded and where children need to use a door should be fixed to a height of \_\_\_\_\_?
  - a) 450 mm
  - b) 810 mm
  - c) 610 mm
  - d) 560 mm
2. Retention netting should be strong and durable and not significantly impart visibility. The standard net size should be \_\_\_\_\_?
  - a) 20-30 mm
  - b) 40-60 mm
  - c) 30-50 mm
  - d) 10-30 mm

3. New electrical installations should be installed in accordance with \_\_\_\_\_?

- a) BS 5451
- b) BS 7887
- c) BS 4492
- d) BS 7671

Example C – Detailed Response Required

1. Explain the key uses and features of signage:

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2. The overall minimum level of staffing should be based on:

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(Note - BS 8409:2002 defines 5 key criteria)

3. What special rules and criteria should apply to free fall slides?

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## **Practical Inspection and Safety Management Audit**

The onsite inspection and audit will be undertaken within a fully enclosed play equipment area. It is anticipated that the examination will be of at least 1-hour duration. The candidate will have to explain matters to the examiner and answer questions as appropriate related specifically to the fabric of the play installation and complete a pro forma safety management audit schedule provided.

The inspection will be based on Annex C (normative) inspection schedule BS 8409:2002. Inspection schedule. It will encompass:

- i) The total play environment and surfacing
- ii) Enclosure
- iii) Access

The Safety Management Audit will include the review of:

- a) Security
- b) Reports – Maintenance – Upgrading
- c) Fire Safety
- d) Equipment Checklist
- e) Accident Reporting
- f) Cleaning/Tidiness
- g) Operational Criteria

The candidate will be asked to undertake a practical onsite annual inspection and safety management audit and produce a report suitable for submission to a client. The inspection will be non-dismantling.

Advice and/or recommendations should be made as appropriate and the use of drawings diagrams and photographs are encouraged to aid clear and precise location.

Paperwork - The candidate shall submit on-site paperwork and a report within 14 days of the examination.

Tools - The candidate should display and show knowledge of an appropriate range of tools. A set of EN1176 compliant probes is considered essential to carry out Post Installation and Annual Inspection.

Inspection – The candidate will describe each inspection process and findings to the examiner, using whatever tools or tests are necessary. The candidate will be expected to identify those items covered by the competencies. Where further research is required on the candidate's part, this will be identified to the examiner.

## **Examination**

### Design

The candidate will talk through the design of the site, paying particular attention to:

- Traffic flow problems
- Minimum Space requirements
- Age separation
- Suitability of ancillary items, equipment and surfacing
- Any other environmental or general hazards
- General surfacing

### Ancillary items

#### *Individual items*

The candidate will talk through:

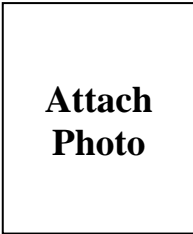
- Identification
- Compliance with BS 8409:2002 and EN 1176 or other relevant Standard
- Recommendations for action
- Inspection of structural and other components
- Identification of faults
- Remedial work required

### Equipment inspections

#### *Individual items*

The candidate will talk through:

- Identification
- Compliance with BS 8409:2002, EN1176 or other relevant standard
- Risk assessment of the item in relation to standard compliance
- Recommendations for action
- Inspection of frame and moving parts
- Identification of faults
- Remedial work required
- Surfacing dimensions
- Identification of faults
- Remedial work required



## Annual Inspector Soft Indoor Play Areas

### Membership and Examination Application Form

**Surname:** \_\_\_\_\_ **Forename(s):** \_\_\_\_\_

Name as you would like it to appear on your RPII Badge: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

**NB:** If a company name is given, it will appear on your Badge. Where you act for a Company and as an individual, a second badge can be issued for an administration fee of £25.

Name and details to be included on second RPII badge \_\_\_\_\_

#### Contact Details (these will be entered on the publicly available Register)

Address: _____	Tel. No: _____
_____	Fax No: _____
_____	E-Mail: _____
Postcode: _____	Mobile: _____

#### Home Details (these will not be made public but may be used by RPII to contact you).

Address: _____	Tel. No: _____
_____	Fax No: _____
_____	E-Mail: _____
Postcode: _____	Mobile: _____

**Preferred Examination Date:** \_\_\_\_\_ day \_\_\_\_\_ month \_\_\_\_\_ year

RPII will make every effort to meet your preferred date of examination, but this cannot be guaranteed.

Applications for examinations must be made at least thirty days before the preferred date of examination.

**Membership Subscriptions: (FEPE ONLY)**

Period of membership applied for	Annual Fee:	Please tick box
	£	
1st January - 31st December	80	<input type="checkbox"/>
1st April - 31st December	60	<input type="checkbox"/>
1st July - 31st December	40	<input type="checkbox"/>
1st October - 31st December	20	<input type="checkbox"/>

**NB:** Annual membership fees are renewable on 1st January each year. Anyone who is removed from the Register by RPII will not receive a refund of fees paid. If membership fees remain unpaid for one month after due date, membership details will be removed from the Register.

**I enclose the following:**

Examination fee	£ 250
Membership subscription	.....
Second badge fee	.....
Total	<u>£</u>

**NB** cheques should be crossed and made payable to the Register of Play Inspectors International Ltd or RPII

“Independent or Self-Employed Inspectors” should provide copy of Certificate(s) of Professional Indemnity and Public Liability Insurance. Alternatively copies of these documents should be provided by your employer and certified as current and in force by a Director, Partner or Principal.

One passport sized photograph to be attached to the front page of the form as indicated.

I confirm that I meet the criteria for membership of the Register of Play Inspectors International and agree to abide by the related Code of Conduct.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return to:**

Register of Play Inspectors International Ltd (RPII)  
 Federation House, Stoneleigh Park, Warwickshire, CV8 2RF  
 Tel: 024 76 693787 Fax: 024 7641 4990  
 Email: [rpil@playinspectors.com](mailto:rpil@playinspectors.com) Website: [www.playinspectors.com](http://www.playinspectors.com)

## **Insurance**

As an accredited inspector of the Register of Play Inspectors International Ltd (RPII) you are required to maintain Professional Indemnity, Public Liability and Employers liability to agreed levels.

Other members have found the companies listed below helpful in sourcing the insurance requirements. The RPII does not recommendation any particular insurance broker as insurance maybe available from other sources.

### **Astbury Wren Group**

Contact: John Dean

2 Pepper Street, Chester, CH1 1DF, T: 01244 310574, E:

[john.dean@astbury-wren.co.uk](mailto:john.dean@astbury-wren.co.uk)

### **Blythin & Brown**

Contact: Gavin Mitchell

16 Baxter Gate, Loughborough, Leicestershire, LE11 1TC,

T: 01509 230871, E: [gavin@blythinandbronw.co.uk](mailto:gavin@blythinandbronw.co.uk)

### **FML Insurance Services Ltd**

Contact: Michael Scott

Roots Hall House, 16/22 West Street, Southend-on-Sea, Essex, SS2 6HJ,

T: 01702 437800, E: [michaelscott@fmlinsurance.com](mailto:michaelscott@fmlinsurance.com)

### **TL Dallas**

Contact: Shayne Rhodes

Dallas House, Low Moor, Bradford, BD12 0HF, T: 01274 465500,

E: [shayne.Rhodes@tldallas.com](mailto:shayne.Rhodes@tldallas.com)

## Equal Opportunities Policy

**The Register of Playground Inspectors International (RPII) firmly supports the principle of equal opportunities throughout its range of training services and opposes all forms of unlawful or unfair discrimination on the grounds of race, ethnic or national origin, gender, marital status, sexual orientation, disability, class, age, religion or membership of a trade union.**

The Register of Play Inspectors International (RPII)

1. Seeks to comply fully with the requirements of the Race Relations Act 1976, the Sex Discrimination Act 1975 (as amended) and the Disability Discrimination Act 1995 and will take note of the various codes of practice dealing with the elimination of discrimination and the promotion of equal opportunities. RPII has a positive commitment to equal opportunities beyond legislation and will seek to ensure that all its training services are available equally to all without discrimination.
2. Holds the principle of equal opportunities as central to its strategic development and to its planning and implementation strategies.
3. Recognises that equality is a key aspect of quality assurance and should be addressed as part of the company's standard quality assurance procedures.
4. Recognises that individuals are disadvantaged in society by sexist, racist and other stereotypical expectations.
5. Seeks to counteract this stereotyping and will offer positive images where possible. All persons acting on behalf of, or members of, RPII will be encouraged to become aware of direct and indirect discrimination in their dealings with candidates/members/colleagues and in action planning and delivery.
6. Seeks to ensure that trainees are placed on programmes, which are appropriate to their needs so as to encourage them to meet their full potential and to ensure that all programmes are free from artificial barriers, which restrict access and progression. As part of this commitment, RPII will seek to ensure that appropriate support is available to all candidates/members/colleagues.

## Reading List

The following list gives details of some publications covering play and play policy.

The examination questions will not necessarily be based on information contained therein.

### **Soft Indoor Play Areas – A Code of Practice (BS8409:2000)**

BSI Customer Services T: 020 8996 9001 or visit [www.bsi-global.com](http://www.bsi-global.com)

### **BSEN1176–1:1998 – Playground Equipment**

Part 1: General safety requirements and test methods

BSI Customer Services T: 020 8996 9001 or visit [www.bsi-global.com](http://www.bsi-global.com)

### **BSEN1176–7:1997 – Playground Equipment**

Guidance on installation inspection, maintenance and operation

BSI Customer Services T: 020 8996 9001 or visit [www.bsi-global.com](http://www.bsi-global.com)

### **BSEN1177:1998 – Impact absorbing playground surfacing – Safety Requirements and test methods**

BSI Customer Services T: 020 8996 9001 or visit [www.bsi-global.com](http://www.bsi-global.com)

### **Guide to the European Playground Standards - Introducing BSEN1176:1998 & BSEN1177:1997**

Contains abbreviated version of the new standard where it may be checked on site. Available from: The Play Inspection Company Ltd  
T: 020 259 0675 or E: [info@playinspections.co.uk](mailto:info@playinspections.co.uk)

### **Managing Risk in Indoor Play Areas**

Written by Nick Balmforth, The Play Inspection Company with professional input from Spirit Group's Safety Risk Manager Lee Hubbucks, it responds to increasing enquiries about Risk Assessment In Indoor Play Areas and how they should be carried out. Whilst there is no single way there are certain clear guidelines and recommendations that can be given. Available from: ILAM T: 01491 874800 or E: [info@ilam.co.uk](mailto:info@ilam.co.uk)

### **Indoor Play Areas guidance on safe practice**

Practical guidance on planning and development, product manufacture and installation and operation and management  
Available from: ILAM T: 01491 874800 or E: [info@ilam.co.uk](mailto:info@ilam.co.uk)

### **RIDDOR Explained – Reporting of Injuries, Diseases and Dangerous Occurrences Regulations**

Available from: HSE Publications T: 01787 881165 or visit [www.hsebooks.co.uk](http://www.hsebooks.co.uk)

## Check List

When you are ready to forward your application please include the following:

A Portfolio of your work (see page 3)

A Brief C.V. (see page 3)

Names of 2 referees (see page 3)

Signed copy of Application Form (page 20/21)

\*Copy of Insurance Certificate(s) (page 21)

Passport sized photograph (page 3)

The appropriate payment (page 21)


\*Insurance may be forwarded on completion of the examination if necessary. You will be required to provide evidence of the required insurance before being entered onto the Register.