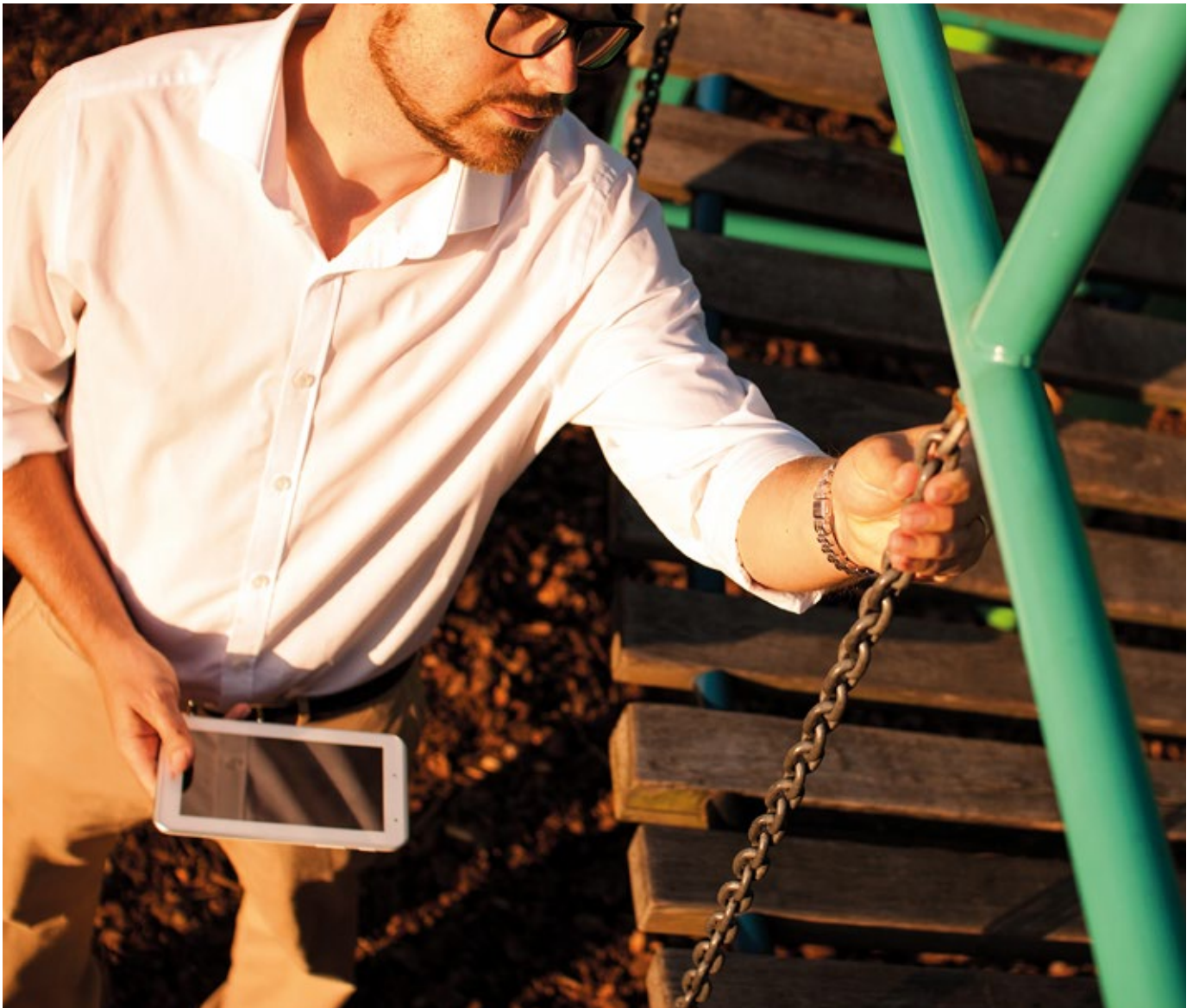


# Information Pack for Registration as an RPII



## Outdoor Annual Inspector



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

1b Bagshaw Close, Ryton on Dunsmore, Warwickshire, CV8 3EX

Tel: 024 76 693787

Revised: Jan 2019

Email: [rpii@playinspectors.com](mailto:rpii@playinspectors.com) Website: [www.playinspectors.com](http://www.playinspectors.com)

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## Outdoor Annual Inspector

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# Steps to becoming a Registered Play Inspector

## Outdoor Annual Inspector

### Am I eligible?

To be eligible you will already have a good working knowledge of playground inspections. You will probably already have carried out regular Operational inspections and may have worked alongside an RPII Annual Inspector to gain some experience.

You will have a good working knowledge of all current applicable standards and some working knowledge of previous standards. You will also have an understanding of how children use playgrounds and legal requirements for owner or operators of play facilities.

### How do I apply?

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

- a copy of two recent inspections or other detailed inspections carried out by you
- a brief CV giving details of relevant experience

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
- one passport size photographs (or electronic version)
- completed code of conduct declaration
- the fee due

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 essential knowledge.

If you do not have the required experience and knowledge, your fees will be returned.

The written examination has an allocated time of three hours and consists of simple quick fire questions and some requiring a more detailed response.

Practical Exam: You will be able to access reference material should you need to do so. However, a number of play facilities will be inspected with a broad range of equipment.

At the end of the assessment your written notes will be photocopied and returned to you before you leave. You will then be required to submit a typed Inspection Reports within 2 weeks. Your reports will be compared with the notes made on site.

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On satisfactory completion of the examination, payment of subscription, proof of Enhanced DBS (Disclosure and Barring Service) compliance, proof of insurance to the required levels and signing of the RPII Code of Conduct your name will be entered onto the Register and your certificate, RPII Seal(s) and ID Badge provided.

## 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

- Provision of a satisfactory declaration of suitability for work with children (DBS).
- Public Liability Insurance to £5,000,000 minimum
- Professional Indemnity Insurance to £500,000 minimum

Note: if the inspector is engaged by an organisation in either a directly employed or self-employed capacity, the insurance held by the organisation will be accepted as proof.

- Acceptance of the Code of Conduct
- Proof of professional competence by meeting the entrance qualification requirements
- Payment of appropriate fees

Acceptance of membership shall be for a period of 12 months and continued membership will be on condition of attending a number of nominated CPD events throughout the year.

*(Inspectors residing outside the British Isles will initially qualify for 3 years and requalify for a period of 5 years by undertaking the practical examination accompanied by an accredited examiner appointed by the RPII Board)*

### 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".*

H.M Inspector of Health and Safety

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# 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

## 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.

Members shall ensure that they have at all times copies of the current standards applicable to the work or inspections they are undertaking and shall further ensure they have the appropriate equipment (e.g. probes, anchor-puller, weights) to carry out a competent inspection.

## 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.

Members or their company/organisation shall not allow commissioned inspections to be undertaken by other parties (e.g. employees or business partners) who are not accredited as competent to inspect at that level by the RPII.

## 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.

Members or their company/organisation shall not allow commissioned inspections to be undertaken by other parties (e.g. employees or business partners) who are not accredited as competent to inspect at that level by the RPII unless they are accompanied and under the direct supervision of an inspector with the appropriate level of qualification at all times.

## 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.

### **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.



# Guidance Notes and Syllabus

## Introduction

The RPII is the only recognised organisation with independent accreditation and training process either for existing children's playground 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), Fields In Trust (FIT) 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 playground inspectors who have shown the required level of knowledge and demonstrated competence to the required standard.

To provide a Register of those playground inspectors who reach the required standard and meet 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.

## Examination

An approved examiner will carry out the examination.

## Areas of Required Competence

An Inspector will be required to demonstrate his/her competence within the following areas. The areas of knowledge required will be based upon the following.

H = High level of knowledge; M = Medium level of knowledge; L = Low level of knowledge

- H BS EN 1176, BS EN 1177, BS 7188, BS EN 15312 and BS EN14974, BS EN 15312, BS 10075, BS EN 16630, plus document referencing layout.
- H Hazard based 'risk assessment' principles and procedures
- H Knowledge of faults, problems within playground equipment and surfaces
- H Inspection and record keeping, principles and methodologies
- H Legislation relating to children's playground provision
- H Impact Absorbing Surfaces, its principles and types
- H Knowledge of faults, problems within ancillary equipment found in and around play facilities
- H The appropriateness of other surfaces and floor finishes found within play facilities
- H Knowledge of equipment production processes, protective finishes and treatments
- H Principles and techniques involved in the maintenance and repair of play equipment and surfacing
- H Playground design and layout
- H Knowledge of type, style, frequency and varying severity of playground accidents
- M Manufactured equipment ranges previously and currently installed within the UK
- M Common poisonous plants
- M Philosophy and principles behind a child's play needs

# Syllabus

**BS EN 1176, BS EN 1177, BS 7188, BS EN 15312 and BS EN14974, BS EN 15312, BS 10075, BS EN 16630, plus document referencing layout.**

## 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 and the use of templates, probes, materials, protection against falling, means of access, free space, falling space and zoning, ropes and chains, etc. It will also include dangerous substances, flammability, foundations. Other subject areas are: - additional requirements and test methods for swings, slides, runways, carousels and rocking equipment, wheeled sports, free access MUGA's installations, different types of inspection and schedules, reports and documentation, safety requirements and test methods for Impact Absorbing Surfaces

## **Hazard based 'risk assessment' and procedures**

### Learning Outcomes

Candidates must be able to demonstrate understanding of the methodology of Risk Assessment

## **Knowledge of faults, problems with playground equipment and surfaces**

### Learning Outcomes

Candidates must be able to demonstrate understanding of the requirements of section 1 and demonstrate they have theoretical knowledge and practical ability to identify faults and problems to the required standard.

## **Inspection and Record Keeping, principles and methodologies.**

### Learning Outcomes

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

## **Legislation relating to children's playground provision**

### Learning Outcomes

Candidates will must be able to demonstrate a working knowledge of current legislation relating to Children's Play Provision

## **Demonstrate the principles of Impact Absorbing Surfaces.**

### Learning Outcomes

Candidates will be expected to demonstrate an understanding of the principles of IAS from and express the advantages and disadvantages of each type.

## **Faults and problems with ancillary equipment found in and around playgrounds**

### **Learning Outcomes**

Candidates will once again demonstrate a knowledge and understanding of faults and problems found with equipment including, for example, fences, gates, etc.

## **Knowledge of play spaces equipment production processes, protective finishes and treatments**

### **Learning Outcomes**

Candidates will be able to demonstrate an understanding of the major production and treatment processes

## **Playground design and layout**

### **Learning Outcomes**

Candidates should demonstrate a thorough understanding of the design and layout principles of play spaces.

## **Maintenance and repair of play space equipment and surfacing**

### **Learning Outcomes**

Candidates should be able to demonstrate reasonable knowledge of how to correct major and routine faults.

## **Equipment, past and present**

### **Learning Outcomes**

Candidates should be able to demonstrate a good knowledge of the various ranges and manufacturers of equipment commonly in use.

## **Playground accidents**

### **Learning Outcomes**

Candidates should be able to demonstrate knowledge of the different types, severity and frequency of accidents within the play space environment.

## **Relationships with the public and self-management - Personal Safety**

### **Learning Outcomes**

Candidates should be able to demonstrate a knowledge of how to deal with and ensure their personal safety.

## **Common poisonous plants**

### **Learning Outcomes**

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Candidates must be able to demonstrate a reasonable knowledge of the types of plants normally excluded from play spaces.

### 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 and the development needs of children

## Practical Inspections

The on-site inspections will be undertaken and may include the following items

### Ancillary items

- Access Fencing Gate Seat Litterbin Signage

### Equipment (metal and timber)

- Swing
- Slide
- Rotating item
- Rocking item
- Climbing frame or Multi-play
- Wheeled Sports Equipment
- Multi Use Games Areas

### Surfacing

- Impact Absorbing Surfaces of varying types
- General Surfacing

# 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.

RPII:

- 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.
- Holds the principle of equal opportunities as central to its strategic development and to its planning and implementation strategies.
- Recognises that equality is a key aspect of quality assurance and should be addressed as part of the company's standard quality assurance procedures.
- Recognises that individuals are disadvantaged in society by sexist, racist and other stereotypical expectations.
- Seeks to counteract this stereotyping and will offer positive images where possible. All staff will be encouraged to become aware of direct and indirect discrimination in their dealings with Candidates and in action planning and delivery.
- Seeks to ensure that Candidates 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.

## Check List

Have you included?

A Portfolio of your work

A Brief C.V.

Signed copy of Application Form

Passport sized photograph

The appropriate fee