



## BOUNCY CASTLE HIRE

### **Terms and Conditions of Hire**

It is the responsibility of the person who is hiring this Bouncing Castle to ensure that all possible steps are taken to avoid injury or damage to the Inflatable.

### **Bouncy Castle Hire Fee:**

1. Bouncy Castle hire fees are available on the Newlands Toy Library website, or from a Toy Librarian.
2. The hire fee must be paid in full to secure any booking.
3. In the event of cancellation, the hire fee is only refundable if notice of one week or more is provided.

Please ensure that the following Safety Instructions are followed:

### **Bouncy Castle Hire Rules:**

4. The Bouncy Castle is to be hired for private events only such as children's birthday parties. This Bouncy Castle is not to be hired for public events nor hired out to subsequent people without consulting the Newlands Toy Library Committee.
5. This Bouncy Castle is to be used outside on grass surfaces only and cannot be used on concrete. The Bouncy Castle must always be pegged down to prevent it from being blown away by the wind or moved while children are using it.
6. The Bouncy Castle may be used inside on a smooth surface such as wooden flooring, laminated floors or carpet however care must be taken as these are hard surfaces and injuries may occur.
7. It is recommended to use a safety mat for when children get on and off the Bouncy Castle when it is being used indoors.
8. This Bouncy Castle has an age limit (please see the front of the castle or a committee member for the age limits). Please ensure no-one over this age uses the equipment. No adults are to use this Bouncy Castle.
9. This Bouncy Castle has a maximum weight/ number of children that can use it at once (please see the front of the castle for the weight limit). Always ensure that the Bouncy Castle is not overcrowded, and limit numbers according to the age and size of children using it. Try to avoid large and small children from using it at the same time.



## **Inflating, deflating and surrounding areas:**

10. Ensure that an area of 2 metres (6 feet) around the unit on all sides is completely clear.
11. Do not allow anyone to be on the Bouncy Castle during inflation or deflation as this is DANGEROUS and is a suffocation risk.
12. Do not allow anyone to play on the deflated castle.
13. The Bouncy Castle should not be used if it becomes wet on the jumping area.
14. In the event of rain, the Bouncy Castle must be switched off and not used until any rain has stopped. Any wetness, including around the seams (which is normal) can be dried off with a towel once any rain has stopped.
15. The Bouncy Castle and all other equipment are not to be left outside overnight. All equipment must be packed away before nightfall and kept in a secure locked premises.
16. In the event of strong winds, the Bouncy Castle and all other equipment must be switched off and packed away.
17. The Bouncy Castle must not be packed up when wet. It must be completely dry before packing away. If you are unable to do this due to adverse weather conditions, you must inform the librarian immediately so steps can be taken to dry the Bouncy Castle out.
18. In the event that the blower stops working, please ensure that all users get off the inflatable immediately. Check and make sure the blower inflation tube has not come undone from the blower or something has not blown into and is obstructing the blower. In the event that it overheats, or loses power, switch the blower off at the mains, wait for 5 minutes then turn it on again and it should restart. If it does not restart, then please inform us straight away.
19. It is recommended that a circuit breaker be used on the extension cord at all times.

## **Safety rules when using the Bouncy Castle:**

20. All shoes, glasses, jewellery, badges MUST be removed before using the Bouncy Castle.
21. No food, drinks or chewing gum to be allowed on or near the Bouncy Castle which will avoid choking and mess (Please note if the Inflatable is collected in a dirty condition, then the person hiring it will incur a cleaning charge).
22. No face paints, party poppers, coloured streamers, bubble mixture or silly string to be used either on or near the Bouncy Castle
23. Climbing, hanging or sitting on walls is DANGEROUS and must not be allowed.
24. Children are not to push, collide, fight or behave in a manner likely to injure or cause distress to themselves or others.
25. No pets, toys or sharp instruments are to be allowed on or near the Bouncy Castle.



26. Ensure that no-one with a history of back or neck problems is allowed on the Bouncy Castle as indeed any child who is feeling unwell.
27. No smoking or barbeques near the Bouncy Castle.
28. A responsible adult must supervise the Bouncy Castle at all times.

## **Bouncy Castle Setting up:**

29. First locate the smoothest most level place in the garden or the area where it is to be erected. Bouncy Castle can be erected on bumpy but obviously the flatter the ground the better. If it is going on a rough, dirty, abrasive piece of land a groundsheet must be placed under the unit. The same goes for dirty land. Do not set up on an oily surface.
30. To prevent any possible damage to the Bouncy Castle, always walk over the area first to check and remove any large stones, sticks or other items you may find.
31. Unroll and unfold, position as required, spread out each side as much as they will. Ensure there is a 2 metre buffer around each side of the Bouncy Castle and that the inlet tube and blower are placed where they will not cause a trip hazard.
32. Connect the blower to the long tube (inlet tube) at the back of the Bouncy Castle and secure in place with the Velcro strap or rope.
33. Fully unroll the extension cord (to prevent the cable from overheating). Cover the extension cable housing with a bin bag longer or similar to prevent rainwater or inquisitive fingers getting in. Try to ensure that the extension cable is fed through a window, sliding door or cat flap as a normal door will damage the cable if it closes on it. Electrical cables should be laid along the edge of the garden, out of children's way. They would also be fully protected from damage of water.
34. Plug the blower cable into the extension socket. Switch on the blower and allow the Bouncy Castle to inflate. It takes approximately 2-3 minutes to inflate. Please ensure there are no children on the castle whilst it inflates.
35. The blower MUST remain running continuously whilst the castle is in use.
36. Keep children away from the blower at all times.
37. If used outdoors the unit must be anchored using the anchor points located around the base. Stake castle down by inserting anchor stakes through the anchor ropes placed through the anchor points loops on Bouncy Castle sides. Please ensure the stakes are well into the ground so as not to create a trip hazard to children.
38. If used on a hard surface or indoors safety mats should be placed in front of the unit where children get on and off the Bouncy Castle.
39. We recommend the use of a circuit breaker.



## Bouncy Castle Packing away:

40. Make sure the Bouncy Castle is completely empty of all children, clean, dry and free from any debris.
41. Switch off the electrical supply and disconnect the blower, undo the inlet tube from the blower.
42. Allow the Bouncy Castle to completely deflate (around 10 minutes).
43. Straighten the base. Fold walls in neatly towards centre.
44. Fold into third longwise and then in half again.
45. Roll the Bouncy Castle slowly and as tightly as possible towards the inlet tube, forcing the air out.
46. Secure and store safely in the bag provided.
47. Pack the blower, extension cords, pegs and any other equipment supplied into the bags provided.
48. If the Bouncy Castle is wet when packed away, please ensure that as soon as possible it is erected and allowed to dry properly; on no account must it be stored wet for any length of time. Small wet areas may be towel dried.

## Bouncy Castle Hire Disclaimer

I have read and understand the safety rules provided to me and understand it is the sole responsibility of me as the hirer to ensure they are fully always adhered to. I assume full responsibility for any or all injuries which result in a whole or in a part from using the Newlands Toy Library Bouncy Castle at all times.

I understand that Newlands Toy Library cannot accept any responsibility for any injuries caused to anyone using this equipment. I hereby release Newlands Toy Library of any and all responsibility in respect of any injuries sustained whilst using the Bouncy Castle while in my hire.

I understand that by hiring this Bouncy Castle that I will be responsible and or liable for any damage or injury occurring from or as a result of misuse or reckless use. Please note that all persons using this Bouncy Castle do so at their own risk.

I have read the above agreement and fully understand and accept the conditions as above. I am aware that whilst in my care I am fully responsible for the inflatable and will pay for any loss or damage that may occur, this will include the inflatable being returned in an unacceptable condition, i.e. of it is in a dirt or muddy condition, I will be expected to pay an additional cleaning charge.

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Hirer name

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Toy Librarian name