INTRODUCTION

Inflatable slides, games, bounce houses, moonwalks, and climbing walls are used frequently by student organizations and campus departments/units as part of mixers, fund raisers, carnivals and other special events. While inflatables may appear fun and safe, safety precautions must be put in place to ensure participants can enjoy the games without incident or injury. It is the goal of the University to assist student organizations in taking the necessary precautions needed to have as safe an event as possible.

BASIC REQUIREMENTS

The following basic requirements must be met when renting inflatable games for use at events to be held on UAH property:

- The event must be scheduled and approved using the appropriate student activity or campus department/unit event registration process.
- Inflatable equipment vendors must be properly licensed to do business in the State of Alabama.
- Vendors must provide proof of at least $1 million dollars in commercial general liability insurance coverage.
  - Liability insurance certificates from the inflatable vendors must be submitted to the Office of Risk Management and Compliance (ORMC) for review and approval prior to the event.
  - Contact ORMC at riskmanagement@uah.edu or 256-824-6875 for further information on insurance requirements.
- Event liability insurance may be required for the event organizer. Consult the UAH Facility and Grounds Use Insurance Requirements Policy (06.08.10) for guidance or contact the ORMC.
- Assembly and disassembly of the equipment must be solely the responsibility of the vendor.
- A pre-event equipment inspection must be scheduled with ORMC or the Office of Environmental Health and Safety.
- The sponsoring group or organization must develop a safety plan for each inflatable game. Plans must be submitted to the Office of Environmental Health and Safety and the Office of Risk Management and Compliance for review and approval prior to the event.
  - Plans should include first aid response, emergency medical response, fire response, severe weather, and security/safety response considerations.
  - For inflatables using water for any purpose, plans must also include site-specific electrical safety considerations.
- The vendor MUST contact Facilities and Operations at least one week prior to installation to obtain a dig permit IF the vendor will be using stakes greater than 12” in length. Facilities and Operations Service Desk: 256-824-6490. Additional information available at: https://www.uah.edu/facilities-and-operations/service-desk.
  - It is the event organizer’s responsibility to convey this dig permit requirement to the vendor.
- All event participants must be required to sign a release of liability (waiver) prior to participating in the activity. Participants under the age of 18 must have a parent or legal guardian sign on the participant’s behalf. A sample waiver template is available from the ORMC (riskmanagement@uah.edu or 256-824-6875).

SAFETY PRECAUTIONS
The University of Alabama in Huntsville
Inflatable Games Safety Guidelines

1. **Vendor Selection:** Rent only from experienced and reputable operators who carry insurance sufficient to meet UAH Facility and Grounds Use Insurance Policy (06.08.10) requirements.

2. **Equipment Selection:** Rent equipment suitable for the ages of the participants. Some inflatable equipment is designed for children while other inflatable equipment is designed for adults.
   a. CAUTION: Be aware that some games are more dangerous than others. More injuries occur on tall slides with steep inclines and on water games compared with “closed” games that are covered and have sides, such as moonwalks.

3. **Training:** Vendors should be required to provide a training program for the proper operation of the inflatable equipment.

4. **Site selection:** The area selected for the site should be flat, open and clear of debris. There should not be overhead or underground obstructions (be sure the vendor has obtained a dig permit if required). If the inflatable has open sides, ensure there is ample room around the inflatable should a participant fall out.

5. **Trip Hazards:** In order to minimize trip hazards associated with inflatable equipment, cords should be covered by a yellow jacket (or similar) and stakes covered by tennis balls (or otherwise marked and covered).

6. **Supervision:** Constant and reliable supervision of the inflatable games is paramount in maintaining a safe event. Supervision of the inflatable games is the sole responsibility of the organization holding the event. The individuals supervising the inflatable games must understand the safety rules for the equipment and must be willing to enforce the rules as necessary. It is specifically important to enforce no horseplay and no overcrowding.
   a. A minimum of 2 supervisors/operators should be assigned at all times to large (greater than 15’ high slides or zip lines). Other games should have a minimum of one supervisor/operator.

7. **Inclement Weather:** Have a plan in place to monitor the weather and to react should inclement weather occur. Generally speaking, in case of a thunderstorm, if lightning develops within five (5) miles of campus, or if winds exceed 15 mph, the blowers should be disconnected and the inflatables allowed to deflate. Check with the vendor supplying the inflatable or the manufacturer for the specific maximum allowable wind for the inflatable being used (this information is also often on a warning label on the inflatable).

8. **Safety Rules:** Prior to the event, the event planner should discuss with the vendor of the inflatable what specific safety rules apply to the inflatables being used for the event. In addition, inflatables come with labels that give safety instructions for the equipment. This information should be reviewed with the inflatable supervisors/operators and enforced during the event. Additionally, the following are general rules that should be followed:
   a. All participants must be required to follow the equipment manufacturer’s safe use instructions.
   b. No horseplay, flips or wrestling should be allowed. The inflatable should be used only for the purpose for which it was designed. The event organizer is responsible for enforcing all safety rules.
   c. Shoes, necklaces, eyeglasses and any other sharp objects should be removed prior to entering the inflatable.
   d. **Inflatables using water (water slides for example):** Water and electricity mix very poorly
together. Ensure your vendor keeps the power supply to the blower far enough from the water supply so that the power cords, junction boxes, blowers, and any other electrical components do not come in contact with the water from the games.

e. **“Jousting” inflatables:** Participants in “jousting” matches must wear head gear and all other necessary protective gear (typically supplied by the vendor). The event organizer should also have a plan for the jousting matches that include rules of engagement, how long is a round, how many rounds in a match, what constitutes a win, etc.

9. **Should an accident occur** the first priority is to get prompt medical care for the injured person. If medical assistance is needed, call UAHPD at 256-824-6911 or dial 911.

   a. **Accident Reporting:** All injuries occurring on UAH property must be reported to the University using the Non-Employee Accident Report. The form can be found on the ORMC website at [https://www.uah.edu/rmi/injuries](https://www.uah.edu/rmi/injuries). The event organizer is responsible for submission of the appropriate form(s) in a timely manner.