Risk Management for Special Events and Parks & Recreation
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Typical Events
• Parades
• Concerts
• Festivals
• Arts & Craft Shows
• Farmers Markets
• Car Shows

Not So Typical Events
Examples -
Form a Team

- Risk Management
- Administration
- Police/Fire/EMS
- Public Works
- Sanitation
- Insurance Company/Broker

Plan for the Event – Manage Event – Lessons Learned
Insurance Requirements

• General Liability Insurance
• Worker’s Compensation Insurance
• Liquor Liability Insurance (if applicable)

All certificates of insurance must provide coverage for the duration of the event, including set up and tear down dates. Contracts should be legally reviewed.
Special Events

Create a Special Events Plan

• Stages
• Tents
• Food Preparation
• Restrooms/Hand Washing Stations
• Recycling/Trash
• Fencing
• Security
• Medical
• Street Closures
• Transportation

Alcohol Management (if present)
Inclement Weather

What is the plan in the event of severe weather
Parks and Recreation

IDENTIFY THE EXPOSURES
Remember - risk management is a dynamic process

- Stay organized with your process for review and control of loss exposures related to operations/equipment within your parks and recreation department.
Identify exposures - skateboard parks
Identify exposures - bleachers
Identify exposures - climbing structures
Identify exposures - dog parks

DOG PARK RULES
For Responsible Dogs And Their Owners

1. DOG PARK CLOSES AT SUNSET.
2. NO UNLEASHED OTHER THAN DOGS PERMITTED IN PARK.
3. DOGS MUST BE LEASHED WHEN OUTSIDE THE FENCED DOG PARK AREA.
4. LOSING YOUR TRANSIT IN THE FENCED AREA IS ILLUSIONS, OWNERS MUST BE IN CONTROL OF THEIR DOGS AND HAVE THEIR DUGS AT ALL TIMES.
5. COURSES ACCOMPLISHING AGE. OWNERS MUST BE PROPERLY TRANSITED AND AT LEAST 9 YEARS OLD.
6. AGGRESSIVE DOGS ARE TO BE REMOVED FROM THE PARK UNCONDITIONALLY.
7. ONG OVER-VACCINATION IS RESTRICTED.
8. NO OTHER ANIMALS BEYOND THEIR DOGS TO BE TRANSIT IN THE DESIGNATED CONTAINERS.
9. NO DOGS UNDER TEN (10) YEARS OLD ARE PERMITTED.
10. PUPPIES LESS THAN FOUR (4) MONTHSOLD ARE NOT PERMITTED.
11. CURRENT LICENSE AND RABIES TAGS ARE TO BE WORN IN THE COLLAR AT ALL TIMES.
12. REPORT DOG BITES TO THE COUNTY SHERIFF’S OFFICE. (352) 784-6830
13. OWNERS ARE LIABLE FOR ANY INJURY OR DAMAGE CAUSED BY THEIR DOGS AND ARE FULLY RESPONSIBLE FOR THEIR DOGS ACTIONS.
14. SMALL BITE SIZE TREATS ARE PERMITTED, NW IN RANGES, LONG LASTING CHEWS ARE NOT ALLOWED.
15. IT IS THE OWNERS RESPONSIBILITY TO FILL IN SINKS DUG BY THEIR DOGS.
16. SMOKING OR FOOD IS NOT PERMITTED IN THE FENCED AREA.

THANK YOU.
COUNTY PARKS DEPARTMENT
PH: (352) 784-6837
Identify exposures - other exposures
Identify exposures - other exposures (cont.)
Identify - some recreation exposures

- Playgrounds
- Water activities
- Skateboard parks
- Ball fields and bleachers
- Climbing structures
- Dog parks
- Ice arenas
- Trails
- Inflatables
- Golf courses
- Organized sports activities
- Health and fitness centers
- Community/Youth centers
- Schools
- Day care centers
- Day camps
- Campgrounds/RV parks
- Special events
- Public transportation
- Etc., etc., etc.
Identify - parks and recreation claims

- Injuries on playground equipment (CPSC 1999)
- Waterfront - pools/aquatic centers, lakes, beaches
- Injuries associated with sports activities
- Auto accidents (transportation)
- General on-premises injuries
- Day camp activities
- Food poisoning
- Molestation allegations
- Physical altercations on premises
- Security
- Weather related
- Bleachers
Examine - current control measures

• Key factors in park and recreation claims include:
  – People issues:
    ▪ Personnel (employees and volunteers):
      – Risk management
      – Safety management system
    ▪ Public:
      – Special event control
      – Activities with vulnerable populations and minors
  – Driver and vehicle operations control
  – Property oversight:
    ▪ Inspection and maintenance
    ▪ Contractual risk transfer
Implement - employee and volunteer controls

• Selection and placement
• Policies and procedures
• Training
• Supervision
• Accountability
Implement - controls of activities w/ vulnerable populations and minors

- Federal background checks
- Policies of no tolerance
- Policy of no “one-on-one” situations
- Code of conduct
- Complaint procedures
- Disciplinary process
- Personnel training
- Process for sign-in and release
- Parent/Guardian involvement and training
- Volunteer management
- Health and sanitation
- Food preparation and storage
- Transportation controls
- Emergency and medical procedures
Implement - fleet controls

• Driver:
  – Selection and screening standards
  – Policies and performance standards
  – Training
  – Supervision and accountability
• Accident reporting, investigation, and review
• Vehicle selection, inspection and maintenance
Implement - property oversight

- Inspection and maintenance programs for:
  - Property preservation
  - Playground equipment
  - Swimming pools
  - Ball fields, bleachers, and stadiums
  - Courts and play surfaces
  - Sidewalks, parking lots, and walking trails
  - Vehicles
  - Signage
  - Life-saving equipment
  - Security systems
  - Severe weather detection systems
  - Etc.
PLAYGROUNDS
Identify exposures
Identify exposures (cont.)
Identify exposures (cont.)
Identify exposures (cont.)
Identify exposures (cont.)
Identify exposures (cont.)
Identify - playground injuries

• Per U.S. Consumer Product Safety Commission:
  – 44% of public playground equipment-related injuries treated in U.S. hospital emergency rooms resulted from falls from the equipment. (Primarily falls to ground surface)
  – Other hazard patterns:
    ▪ Structure failure or tip over
    ▪ Colliding with stationary equipment
    ▪ Entanglement
    ▪ Contact with hazards such as:
      – Protrusions
      – Crush and shear points
      – Sharp edges
      – Hot surfaces
      – Playground debris
Identify - playground equipment not recommended

- Per U.S. Consumer Product Safety Commission:
  - Trampolines
  - Swinging gates
  - Giant strides
  - Climbing ropes that are not secured on both ends
  - Heavy metal swings (e.g., animal figures)
  - Multiple-occupancy swings
  - Rope swings
  - Swinging dual exercise rings and trapeze bars
  - Equipment designed for home use
Examine

• The potential for falls from and impact with equipment
• The need for impact attenuating protective surfacing under and around equipment
• Openings with the potential for head/body entrapment
• The scale of equipment and other design features related to user age and layout of equipment on a playground
• General hazards presented by protrusions, sharp edges, and crush or shear points
• Installation and maintenance procedures
• Recordkeeping
Implement - systematic playground inspections

• Playground Safety Audits:
  – An in-depth safety inspection usually performed annually to identify correctable hazards, design flaws, manufacturer deficiencies, installation problems and to develop a public playground replacement program
  – Should be completed by a trained auditor (preferably a National Playground Safety Institute Certified Playground Inspector)

• Low Frequency (Periodic) Inspections:
  – Conducted at scheduled intervals, on pre-determined cycles, ranging from biweekly to seasonal
  – Top to bottom in-depth inspection of each play component
  – Should be conducted by trained inspectors

• High-Frequency (Routine) Inspections:
  – Conducted often - from daily to weekly
  – Focus on surfacing problems, vandalism and litter control
Playgrounds - maintenance/Inspections

• Surfacing:
  – Adequate protective surfacing under and around the equipment
  – Surfacing materials have not deteriorated
  – Loose-fill surfacing materials:
    ▪ Have no foreign objects or debris
    ▪ Are not compacted
    ▪ Have not been displaced under heavy use areas such as under swings or at slide exits
Playgrounds - maintenance/Inspections (cont.)

• **General hazards:**
  – There are no:
    ▪ Sharp points, edges, or corners on the equipment
    ▪ Missing or damaged protective caps or plugs
    ▪ Hazardous protrusions
    ▪ Potential clothing entanglement hazards such as S-hooks or protruding bolts
    ▪ Crush and shearing points on exposed moving parts
    ▪ Trip hazards, such as exposed footings or anchoring devices and rocks, roots, or any other obstacles in a use zone
• Security of hardware
• Durability of equipment
• Drainage
• Lead paint
• General upkeep of playgrounds
Playground accident investigations

• Accident investigations should be completed at as soon as possible after they are reported:
  – Any delay may result in loss of evidence
  – Change in physical characteristics
  – Ability to locate witnesses
  – Witness memory recall
• Take pictures of all equipment and the area surrounding the accident scene
• Use an accident reporting form to document findings
• Determine the root cause of the accident and make corrections to equipment or conditions as necessary
Playground safety standards

• **American Society for Testing and Materials (ASTM):**
  – Home Playground Equipment
  – Playground Surfacing Test Standard
  – Specifications for Playground Surfacing
  – Test Methods for Shock Absorbing Properties of Playing Surfaces

• **U.S. Consumer Product Safety Commission:**
  – Voluntary Playground Safety Standards

• **National Playground Safety Institute:**
  – Training and Certification for Playground Safety
National Playground Safety Inspector

- The National Playground Safety Institute (NPSI) provides the most current comprehensive training program on public playground safety
- National Playground Safety course registration: $200 - $500
- National Playground Safety examination: $100 - $200

Certified Playground Safety Inspector - CPSI
Designation good for 3 years

www.nrpa.org
SWIMMING POOLS
Pools vs. aquatic centers
Aquatic centers
Identify - injury profiles

• Key factors in swimming-related claims include:
  – Lack of:
    ▪ Depth markings
    ▪ Trained employees
    ▪ Enforcement of pool rules and regulations
  – Indistinct bottom
  – Obstructions (such as objects on the pool deck)
Identify - other causes of injury and illness

- Entrapment
- Defective pool equipment or furniture
- Electrocution from defective electrical equipment
- Pool chemicals
- Water conditions and clarity
Implement - effective pool management controls

• Properly designed facility and equipment
• Appropriate safety and rescue equipment
• Well-established and enforced rules and regulations
• Effective signage
• Employee training
• Regular safety checks
• Controlled access
• Accurate records
• Water monitoring
• Chemical safety
• Facility and equipment maintenance
Supervision (lifeguards)

• Lifeguard training and certification:
  – CPR
  – First aid
  – Emergency equipment

• Responsibilities:
  – Enforcing rules and stopping unsafe behavior
  – Actively scanning the area they are assigned using industry best practice scanning rules
  – Ensuring their views are not obstructed by persons or equipment
  – Promptly responding to emergencies
  – Opening and closing procedures

• Staff to patron ratios?
The Virginia Graeme Baker Pool and Spa Safety Act (12/21/2007)

• December 19, 2008:
  – All swimming pools must be equipped with one or more of the following:
    ▪ Dual drains
    ▪ Unblockable/Anti-entrapment drain cover
    ▪ Safety vacuum release system (SVRS)
    ▪ Suction limiting vent system
    ▪ Automatic pump shutoff system
    ▪ Drain disablement system
    ▪ Gravity drainage system
    ▪ Or any other system determined by the Commission to be equally effective
What have we covered?

• Use a risk management model to organize efforts for:
  – Identifying loss exposures to operations/equipment within your parks and recreation department
  – Examining your own risk management efforts related to key factors and operations that relate to park and recreation claims
  – Defining and initiating effective policies and procedures to reduce injury and liability exposures

• Utilize tools provided by the Travelers Risk Control department in your parks and recreation risk management efforts