

## **13 WAYS FOR FECs TO REDUCE RISK RIGHT NOW!**

The FEC Safety Association has compiled a list of 13 things that all FEC's can do RIGHT NOW to reduce their risk of loss or accidents. The amount of losses and accidents you have are directly related to your insurance premiums, so following these simple suggestions may help you to reduce your overall insurance costs.

### **1. Insurance:**

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Have the proper and complete coverage regarding the type of FEC in question. Bounce house FEC's with inflatable bouncers and party rooms will have a different coverage level than the typical FEC with go karts, mini golf, batting cages, climbing walls, etc. Fill out the application completely not leaving out any detail that could be called into question at a later date.

### **2. Loss Control Evaluation:**

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Have your facility evaluated by your insurance company or qualified loss control expert. This evaluation will examine your FEC for questionable items such as trip, falls and laceration hazards, electrical hazards, proper safety signage in place, functional emergency lights, fire extinguisher certification, etc. Sterling & Sterling Insurance includes this valuable service to all FEC's insured by Sterling & Sterling Insurance.

### **3. Crisis Management Plan:**

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It's going to happen so be prepared. An accident or serious injury can ruin your business if not handled properly. When this happens you have to be prepared. Having a Crisis Management Plan in place prior to opening your FEC helps prepare you for handling the crisis properly and managing any fallout created by the incident.

### **4. Policies and Procedures:**

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Prior to opening your FEC establish the policies and procedures necessary to operate a profitable company. Procedures for safety, financial controls, employee hiring and training and retraining, maintenance, crisis management, etc. should be in place and carefully thought out.

### **5. Daily Inspections:**

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Inspections for all aspects of your FEC should be established prior to opening your FEC. Daily facility, equipment and personnel inspection procedures as well as the proper documentation are all necessary to operate a successful business.

### **6. Following Manufacturers Instructions:**

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Whatever type of fun equipment you purchase whether it be go karts, inflatable bouncers, climbing walls, pizza oven, arcade game, etc. all have operating and maintenance instructions that must be accurately followed to provide the safest and entertaining experience possible to visitors and employees.

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### ***7. Periodic Inspection:***

These inspections will include building, fire and life safety, state, insurance, etc. Also, periodic inspections for facility, equipment and personnel should be established. This could be in the form of weekly, monthly, quarterly or annual inspections.

### ***8. Adequate Staffing:***

Establish your minimum staffing levels. You can consult the equipment manufacturers and also check with any state and local requirements. Having well trained adequate staffing will provide enough eyes to help ensure a safe operation.

### ***9. Employee Background Checks:***

Having a complete picture of potential employees is paramount to operating a business that caters to children from toddlers to teens.

### ***10. Housekeeping:***

Good housekeeping can significantly reduce accidents and injuries in any FEC. By developing good safety habits, and by being aware of their work area and any hazards associated with it, employees can reduce the potential for accidents and injuries. Being safe using good housekeeping practices includes safety awareness, handling of rubbish and excess materials, keeping aisles and stairways clean, securing and/or covering ropes and electric cords, dealing with hazardous chemicals, tool maintenance and maintaining a clean storage area will help to accomplish a safe working and play environment.

### ***11. Documentation:***

Record-keeping is very important in day-to-day operations because it helps ensure that policies and procedures are followed by staff members. Records should be kept for all activities offered at the facility and any maintenance performed on equipment.

### ***12. Incident Reporting:***

Anytime a guest is injured within the facility, an incident report should be filled out immediately. Incident Reports should indicate who was injured, where they were injured, why (if known) they were injured, and if anyone was a witness to the incident. It is imperative that all employees understand the importance of reporting any incident, no matter how small the incident might seem.

### ***13. Repair Problems Immediately:***

Regardless how insignificant you may think a problem is resolve the problem immediately. Small problems lead to big problems and big problems may lead to crisis management.

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Ken has over 36 years of experience as a safety professional, project manager, park operator and appraiser. Prior to coming to ES&P in the fall of 2004, Ken was COO of International Theme Park Services, Inc., a multi-disciplinary consultant and designer for leisure attractions worldwide for over 17 years, and the first 14 years in the leisure industry were spent with Six Flags Corporation in several locations and Dorney Park & Wildwater Kingdom in Allentown, PA.

Ken is a member of the American Society of Testing Materials ("ASTM"), F-24 committee for amusement device safety, former Board of Directors Chairperson for the International Association for the Leisure and Entertainment Industry ("IALEI"), member of the Board of Directors for the Amusement Industry Manufacturers and Suppliers International ("AIMS") and the International Association of Amusement Parks and Attractions ("IAAPA").

Ken conducts safety seminars for amusement industry safety professionals at the AIMS safety seminars and safety seminars for the Pennsylvania Amusement Park Association.

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If you would like additional information regarding the FEC Safety Association or the FEC Insurance Program offered by Sterling & Sterling, Inc, please visit our website: [www.insuremyfec.com](http://www.insuremyfec.com).

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