

# Lord Geoffrey The Balloon Guy

## METHOD STATEMENT – BALLOON MODELLING

### 1. Scope of Work

This method statement covers the safe setup, handling, and modelling of balloons for entertainment purposes at events, parties, workshops, and corporate functions. It includes preparation, equipment use, performance activities, and post-event procedures.

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### 2. Responsibilities

#### Balloon Modeller / Entertainer

- Ensure all equipment is safe and fit for use.
- Conduct balloon modelling activities following this method statement.
- Maintain a safe environment for participants and audience members.
- Report hazards, incidents, or faulty equipment to the event organiser.

#### Event Organiser

- Provide adequate space, lighting, and crowd control.
  - Ensure access to first aid and emergency contact information.
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### 3. Equipment and Materials

- Latex modelling balloons (typically 260Q, 160Q, etc.)
  - Balloon hand pump or electric inflator (PAT tested if electric)
  - Balloon cutters/scissors (if used)
  - Waste bag for burst or scrap balloons
  - Antibacterial wipes/hand sanitiser
  - First aid kit (on site)
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## 4. Hazards & Risk Controls

### 4.1 Balloon Bursting

- **Risks:** Sudden loud noise, eye injury, choking hazard.
- **Controls:**
  - Use high-quality balloons.
  - Keep balloons away from faces.
  - Do not over-inflate.
  - Collect burst balloon pieces immediately.

### 4.2 Choking Risk (especially children under 3)

- **Controls:**
  - Do not give uninflated balloons to children.
  - Ensure an adult manages distribution in children's areas.
  - Provide safety guidance to parents.

### 4.3 Latex Allergies

- **Controls:**
  - Display signage indicating balloons contain latex.
  - Avoid handling latex balloons around known allergy sufferers.
  - Provide alternative non-latex toys if needed.

### 4.4 Use of Balloon Pump

- **Risks:** Strain or injury from manual pumping.
- **Controls:**
  - Use appropriate pump technique.
  - Ensure electric inflators are PAT tested and used in dry areas.

### 4.5 Crowd Control

- **Risks:** Pushing, tripping, disorderly queue.
- **Controls:**
  - Set up a defined queue line or waiting area.
  - Use assistants or signage if necessary.
  - Perform away from exit routes or narrow walkways.

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## 5. Method of Work (Sequence)

### 5.1 Preparation

1. Inspect equipment and ensure pumps and materials are clean and safe.
2. Designate a safe working space with good visibility.
3. Set up a table or station for balloon storage and tools.
4. Display allergy and safety information if required.
5. Wash or sanitise hands before starting.

### 5.2 Balloon Modelling Activity

1. Select an appropriate balloon and check for defects.
2. Inflate the balloon using a hand or electric pump.
3. Tie off the balloon using a safe knot technique.
4. Twist and shape the balloon following the chosen design (e.g., dog, sword, flower).
5. Maintain awareness of the audience, ensuring no crowding near your workspace.
6. Hand the finished balloon to participants safely, avoiding faces/eyes.
7. Provide verbal safety reminders (e.g., "Please do not put this in your mouth").

### 5.3 Waste Management

1. Place burst or trimmed balloon pieces in a waste bag immediately.
2. Dispose of waste in designated bins at the end of the event.

### 5.4 Completion

1. Pack away balloons, pumps, and tools.
2. Leave the area clean and hazard-free.
3. Report any incidents to the event organiser.

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## 6. Emergency Procedures

- **First Aid:** Contact the designated first aider or call emergency services if required.
  - **Latex Allergy Reaction:** Remove person from the area; seek medical assistance immediately.
  - **Choking Incident:** Apply first-aid procedures (e.g., back blows) if trained; call emergency services.
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## **7. Personal Protective Equipment (PPE)**

- Eye protection (optional, for high-volume modelling)
  - Protective gloves if skin irritation occurs
  - Hand sanitiser for hygiene between participants
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## **8. Environmental Considerations**

- Avoid releasing balloons outdoors (environmental hazard).
  - Collect all waste latex immediately.
  - Use biodegradable balloons wherever possible.
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