

# Risk Assessment Policy

Baslow Tennis Club will carry out a full annual risk assessment of the facility with a view of highlighting potential hazards and taking the appropriate action wherever necessary to ensure a safe and enjoyable environment.

The risk assessor is responsible for reporting to the committee on such issues. If a member/user wished to report a hazard or potential hazard, they should do one of the following:

- ☒ Call one of the committee members; contact details are on this web site
- ☒ Email [baslowtennisclub@hotmail.com](mailto:baslowtennisclub@hotmail.com)
- ☒ Write a note, including details and location of the hazard, posting it in the suggestion box/notice board

Maintenance is an item on the agenda for committee. Any issues are raised and the appropriate action taken; all details will be listed in the minutes.

The risk assessment includes the following areas:

- Is the area and surroundings safe and free from obstacles?
- Is the area fit and appropriate for activity?
- Is the equipment fit and sound for activity and suitable for age group/ability?
- Are performers appropriately attired for the activity?
- Can emergency vehicles access facilities?
- Is there a working telephone available with access to emergency numbers?
- Are emergency access points checked and operational?
- Are evacuation procedures published and posted somewhere for all to see?
- Do volunteers, staff, coaches and members have access to information relating to health and safety?
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