



HEALTH AND SAFETY EXTRA NOTES:

We all want to safely enjoy our tennis whilst at Comptons. Please note that safety is everyone's responsibility – take care and help others to stay safe. In particular;

Safeguarding – Parents are responsible for their children at all times at Comptons Tennis Club including the use of changing rooms.

Safeguarding is everyone's responsibility: NOT responding to a safeguarding concern is not an option at Comptons.

Fire – we have smoke detectors but no alarm system. If you discover a fire fight with fire extinguisher if safe to do so, alert others and clear the clubhouse, assembling outside No. 1 court. Call fire brigade – our location is Leech Pond Hill, Lower Beeding, RH13 6NR (what3words > "outermost.breakfast.widest"). For more details please read **Annex A – Fire Emergency Plan** within the Fire Safety Management System, kept in the kitchen filing cabinet.

First Aid – first aid kit located in kitchen. Leave a note for any items used. Complete an accident form (in first aid drawer) and post in black post-box outside kitchen.

Anything unsafe? – please bring to the attention of a committee member and note in blue book hanging on notice board outside kitchen.

Odd jobs – when volunteering to do something, please note that it is your responsibility to stay safe - only do something you are comfortable with and competent to do. Use appropriate PPE, barriers etc and get help if that makes the job safer (i.e. holding ladder).