

RISK ASSESSMENT POLICY

Fernhurst Tennis Club (the “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 Maintenance Manager is responsible for reporting to the committee/management team on such issues.

If a member/user wishes to report a hazard or potential hazard, they should do the following:

- Email the Maintenance Manager: courtmaintenance@fernhursttennisclub.org.uk

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

The risk assessment should include (but not be restricted to) 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?
- Is the performers register is up to date with medical information and contact details?
- Are performers appropriately attired for the activity?
- Can emergency vehicles access facilities?
- Is there a working telephone is available with access to emergency numbers?
- Are emergency access points checked and operational?
- Are evacuation procedures are published and posted somewhere for all to see?
- Do volunteers, staff, coaches and members have access to information relating to health and safety?
- Are emergency procedures published and accessible to those with responsibility for sessions at the venue?
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The LTA Risk Assessment Template (on page 2) is the recommended form on which to record the assessment and mitigation measures.

This policy is reviewed every three years (or earlier if there is a change in national legislation).

Chair: Peter Rix Date: 28/04/2023

Maintenance Manager: Chris Sykes Date: 28/04/2023 Review date: 28/04/2026

Activity/Area Assessed:	Assessor:	Date:
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What are the Hazards?	Who might be harmed & how?	What mitigations are already in place?	Any further ACTIONS required?	Risk Rating <small>low/medium/high</small>		Action by whom & by when?	Completed
				Now	After ACTION		