

# Haverfordwest Tennis Club

## Health and Safety Risk Assessment

Assessed By	Dean Richards & Sarah Keogh	Date of Assessment	February 2021
Reviewed By	Dean Richards & Jane Allen	Date to be Reviewed	February 2023

Hazard Ref:	Hazard Description	Potential Effect	Existing or Minimum Controls	Score: Low; Medium or High	Further Controls Required	Who By	When By:
<b>1.</b>	<b><i>Hazards on and around all Courts</i></b>						
1.1	Removal of Supporting Fence adjacent to sloping corner of Court 3	No fence could lead to fall & injury	Risk assessment showed this needs addressing	High	Jane to contact PCC to request replacement of this fence with some urgency	Jane	
1.2	Court 3, Court 4 and walkways - exterior paving slabs	Loose and uneven slabs, very slippery when wet	Risk assessment showed this to be addressed	Medium	Jane to contact PCC to request a site meeting to discuss this	Jane	
1.3	Court 3 – Break-in during March 2020 lockdown – guide wires need tensioning & fence above gate needs repairing	Strong winds could bring the fence down and further damage could be done by the public	Court now locked to prevent access until repair is completed	Low	Sarah to contact Tim Phillips to make good the repair. Quote received and PCC agreed to their share of the costs	Tim Phillips	
1.4	Dividing wire between Courts 1 and 2	A couple of stanchions showing wear & tear	Committee to be observant of any further deterioration	Low	Review again in 2023 – no action required	N/A	
1.5	Bench closest to steps leading to BC	Three broken slats	Risk assessment showed this to addressed	Medium	Bench needs repairing or removal. Jane to contact PCC to action	Jane	

1.6	On the north side of Court 2 there is one stanchion that need supporting and one that needs removing due to rust	Possible injury to a person collecting tennis balls from that area	Risk assessment showed this to be addressed	Medium	Sarah to ask Tim Phillips for a quote and advise	Sarah	
1.7	Corner of Wall adjacent to BC – plaster falling off	Possible slip from loose plaster on the ground	Risk assessment showed this to be addressed	Low	Sarah to speak with Richard O’Leary to ask what their plans are	Sarah	
1.8	Dumping of waste materials on the approach to club	Rats and other vermin attracted to this area	Risk assessment showed this to be addressed	Low	This problem has been compounded by the removal of the rotten fence by PCC and their slowness to replace it.	Jane	
1.9	Switching on floodlights at meter cupboard	Electrical injuries	Equipment housed in electrical meter cupboard	Low	Secretary to make regular inspections of keypad for damage	Jane	
1.10	Lack of cover on small manhole adjacent to Court 4	Possible fall due to lack of cover	Risk assessment showed this to be addressed	Medium	Dean to approach local electrician to acquire a new cover	Dean	
1.11	Tidiness of Brown and Green Sheds	Trips, spills, cuts and other injuries	Regular inspection to keep tidy	Low	Regular inspection by secretary	Jane	
1.12	Hitting Wall at back of Court 2 – Flaking Paint	No potential effect on players	Risk assessment showed no action required	Low	Wall repaired & painted in June 2014 - further inspection required in 2023	Jane	
<b>2.</b>	<b><i>Hazards whilst playing Tennis</i></b>						
2.1	Courts 1 and 2 Poor playing surface	Could lead to ankle and leg injuries for players, could make both training & matches dangerous and unsafe	Proper footwear to be worn at all times. Courts to be maintained to a high standard to avoid uneven surfaces	Medium	Regular inspection by the committee - Courts 1 and 2 resurfaced and painted purple and green by Courtstall in July 2019	Committee	
2.2	Courts 3 and 4 Poor playing surface	Could lead to ankle and leg injuries for players, could make	Proper footwear to be worn at all times. Courts to be	Medium	Regular inspection by the committee – Courts 3 and 4 need professional cleaning	Jane	

		both training & matches dangerous and unsafe	maintained to a high standard to avoid uneven surfaces		and painting in 2021. PCC have been advised and are appointing a contractor		
2.3	Weather conditions making court surface slippery	Slippery playing surfaces could cause ankle and leg injuries.	Players always advised to wear proper tennis footwear	Low	Captains take appropriate action should excess rain pool on the playing surfaces.	N/A	
2.4	Collisions with surrounding objects, people and tennis bags whilst on court	General injuries with bumps and bruising	It is left to the players to be vigilant at all times whilst on court	Low	First Aiders and first aid equipment available at the club	N/A	
2.5	Impact from rackets and tennis balls during play	General injuries with bumps and bruising	It is left to the players to concentrate & play responsibly, any dangerous behavior reported to committee	Low	First Aiders and first aid equipment available at the club	N/A	
2.6	Injury by treading on tennis balls	Sprain and bruising	It is left to the players to concentrate and play responsibly	Low	First Aiders and first aid equipment available at the club	N/A	
2.7	Medical conditions of players	Injury	It is left to the players to play within the limits of any medical condition they may have.	Low	The membership secretary holds confidential information about all players and can act on this information should it be necessary	N/A	
2.8	Inappropriate use of rackets	Bruising and other general cuts	Dangerous behaviour by any player shall be reported to the committee	Low	See Code of Conduct for members on club website and on club notice boards	N/A	
<b>3.</b>	<b>People and Organizational Hazards</b>						

3.1	Lack of information, training and instruction	Ignorance can lead to accidents	All code of conducts can be found in our folder in the club house	Low	The secretary to ensure all documentation is up-to-date and relevant	Jane	
3.2	Poor safety control from coach	Could lead to injuries	Employing a professional coach with all qualifications ensure good safety	Low	The secretary to ensure the coaches paperwork is up-to-date and copies in the club files	Jane	
3.3	Poor safety awareness from players	Could lead to injuries	Having good codes of practice in place ensures good safety	Low	The secretary to ensure notices are displayed in accordance with LTA guidelines	Jane	
3.4	Aggression between players	Could lead to injuries	Having good codes of practice in place ensures good safety	Low	The committee to be watchful for any incidents of aggression between players	Committee	
3.5	Debris left on court after session e.g. drink bottles, cans, clothing, etc.	Could lead to injuries	Coach & committee members to ensure players use the bins provided and remove all personal effects	Low	Committee members to be watchful	Committee	
<b>4.</b>	<b><i>The Clubhouse, Toilets and Changing Rooms</i></b>						
4.1	Kitchen kettles, gas oven and hob, fridges	Potential for burns, cuts and bruising	Only authorized members allowed to enter the kitchen	Medium	The secretary to ensure certification of appliances is up-to-date and members are trained in their use	Jane	
4.2	Men's and Ladies Showers	Potential for legionnaires disease and falls from wet floors	Only adult members allowed to use the showers.	Low	The secretary to ensure these areas are not used for storage	Jane	
4.3	Meeting Room	Small leak in ceiling adjacent to light fitting	Bowling club to make good repairs to roof	Low	No further controls required	N/A	

4.4	Main Room – Removable Darts Oche	Potential for trip and bruising	Bowling club to ensure removal after play	Low	No further controls required	N/A	
4.5	General Bathrooms	Wet floor, slips and bruising	Bowling club to ensure regular cleaning and hygiene	Low	No further controls required	N/A	
4.6	Disabled Bathroom	Wet floor, slips and bruising	During lockdown tennis club were given sole use of this facility to reduce possible spread of Covid 19	High	A “track and trace” register was implemented and only adult members are allowed use the facility. Committee to ensure regular cleaning	Committee	
4.7	Fire Exits and Lighting	Burns, falls and trips	The Bowling Club take control of the building for all such utilities	Medium	The committee to ensure all fire doors are regularly checked and all light fittings are functional	Committee	
4.8	Kitchen Waste	Could attract vermin if left to mount up	Regular removal of rubbish and re-cycling	Low	The Bowling Club take full responsibility for the refuse and re-cycling	Bowling Club	