## **RISK ASSESSMENT (USING LTA TEMPLATE)**

SHERIFF HUTTON TENNIS CLUB	Assessment completed by:	Date of Risk Assessment:		
	Helen Gillie, Club Secretary	November 2022		

What are the Hazards?	Who might be harmed & how?	What precautions are already in place?	Any further actions required?	Risk Rating (low, medium, high)		Action undertaken by whom & by when?	Completed
				Now	After further action		
Courts Are the courts and surrounding netting in good condition?	Risk of falls / slips to players	<ul> <li>Regular inspection         (weekly) of courts.</li> <li>Programme of court         maintenance in place,         including power-         washing, moss-         treatment, painting and         surface replacement</li> <li>Notices in place warning         players not to use courts         if icy or slippery.</li> </ul>		Low	Low	Chairman and Secretary inspect all Club facilities and record findings. Other players asked to report problems.	
Club grounds Steep drop which is very overgrown, at rear boundary with The Old School House.	<ul> <li>Danger of slipping down retaining wall.</li> <li>Scratches or nettle stings.</li> </ul>	<ul> <li>Warning signs in place.</li> <li>Barrier netting in place when courts are used for schools coaching or holiday camps.</li> </ul>	<ul> <li>Overgrowth to be cut back.</li> <li>Netting to be put back in the summer.</li> <li>Signs to be put up warning players not to try to retrieve lost balls from this area.</li> </ul>	Low	Low		
Clubhouse     Decking     Kitchen area	Decking may be slippery in wet or icy weather.	Warning signs in place.	All committee members and players are asked to	Low	Low	Chairman and Secretary inspect all Club	

What are the Hazards?	Who might be harmed & how?	What precautions are already in place?	Any further actions required?	Risk Rating (low, medium, high)		Action undertaken by whom & by when?	Completed
				Now	After further action		
<ul><li>Toilet</li><li>Locked Store</li></ul>	<ul> <li>Kitchen – no identifiable problems.</li> <li>Toilet – no identifiable problems</li> <li>Locked store for equipment and materials</li> </ul>	<ul> <li>Decking is regularly inspected and repainted when necessary.</li> <li>Only washing-up liquid is kept in the kitchen.</li> <li>Chemical toilet emptied as necessary.</li> <li>Chemicals kept in a locked store (key kept in clubhouse).</li> </ul>	keep the Clubhouse in a clean and tidy state.			facilities and record findings. Other players asked to report problems.	
Maintenance contractors	Use of heavy equipment and use of chemicals	Maintenance of courts and surrounding areas is carried out by qualified contractors.	Any small jobs undertaken by committee members should be undertaken with due care and attention.	Low	Low	Any maintenance required should be reported before completion to the committee by email.	
Accidents	Members, visitors and the public	First Aid kit is available to all, on the Clubhouse porch. Accident Book is kept in the Clubhouse, available to Committee members. A full Health & Safety policy is available on our website.	All accidents must be reported to a member of the committee immediately.	Low	Low	Chairman and Secretary undertake to regularly check contents of First Aid Box.	