

# Woodlands Northfield Tennis Club

## Health and Safety Policy

Woodlands Northfield Tennis Club (WNTC) is committed to providing a safe facility to allow members of all ages to enjoy tennis.

Health and safety concerns will be regarded as paramount and resources made available annually as required to ensure this safe environment.

This policy and health and safety requirements will be reviewed annually in the light of the past year's experience and new guidelines and will be signed-off by the Chairman before 1st April every year.

A first aid box is stored in the kitchen for members use and its contents renewed as required.

A fire extinguisher is also available which may be used if safe to do so.

### **Shared Responsibilities**

WNTC is managed by volunteers and is non-profit making. Health and Safety on the premises is EVERYONE'S RESPONSIBILITY. Members must not act in such a way as to put at risk the safety of other users of the facilities.

A book is provided to record any safety deficiencies. Any issues which cannot be rectified at the time **must** be reported to the Chairman or committee member.

### **Inspection/Monitoring**

In addition the club will inspect the playing area and facilities monthly from April to October.

The club will record all inspections in the H&S book which will be displayed on the club noticeboard.

Any actions required following these inspections will also be recorded and followed to completion.

In line with the Shared Responsibility ethos, any senior member may complete the inspection and must ensure safety issues are addressed immediately or the Chairman notified.

### **Insurance**

The club has LTA liability insurance which covers all members.

**Please note: Visitors are not covered by this insurance unless their names are recorded in the visitors book. Visitors must pay the membership fee following their 3rd visit if they wish to play again.** Non-adherence to the local code of conduct and the LTA rules and disciplinary code may invalidate any insurance claim.

## Health and Safety Considerations When Playing at the Club

1. Only tennis may be played in the enclosed court area.
2. Correct sports clothing, particularly tennis trainers with good ankle support **must** be worn to allow full movement while playing.
3. Young children must not be allowed to run free in the court area.
4. Dogs are not allowed in the court area.
5. Raquets suitable to the height and weight of junior players must be used.
6. Players must not lean on the nets or netting.
7. Entry to the courts is via the locked gate; all members may have a key. The gate and toilet area **must** be locked by the last player to leave the club.
8. Food and drink must not be consumed oin the court area; no litter is to be left at the club - **please take it home**.

For the health and safety of all members, be observant and report any safety concerns

SEE IT  
SAY IT  
SORT IT

H&S policy reviewed 11/2020 by Shirley Jobson  
Next review 11/2021

Reviewed November 2020