

Place to play Risk Assessment

Organisation name:

Woolhope Tennis Club

Date of assessment:

30/10/22

Prepared by: Brian Chipping

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by who?	Action by when?	Done
Slips and trips in club premises	Injury can be caused to club members and members of the public, volunteers and visitors to the club	<ul style="list-style-type: none"> • General good housekeeping is carried out weekly to keep clubhouse, kitchen area and toilets clean and tidy • All areas are well lit • Public areas are kept clear and tidy • Spillages are promptly identified and mopped up • All loose matting and wires are secured • Safety inspections carried out and remedial action is documented • The Clubhouse is very small and easily managed, there are no trip hazards present 				
Electrical & Fire risks at club premises	<p>Injury can be caused to club members and members of the public, volunteers and visitors to the club</p> <p>Electrical items in clubhouse: 2 x kettle, microwave, refrigerator, room heater, water heater, vacuum cleaner</p>	<ul style="list-style-type: none"> • All exposed wires are covered • Clubhouse equipped with fire extinguisher and fire blanket • All electrical items are kept in good working order • Fixed electrical installations are maintained by qualified electricians • The clubhouse is a small, single storey, wooden structure (kitchen area and toilet). There is no gas. • The waste bins are emptied regularly • There are no flammable substances stored • Individuals are inside building for limited periods of time (typically 5 – 20mins) • Door key kept inside clubhouse in case someone is inadvertently locked in • The exit is free of obstruction 	Institute 5 year Electrical Inspections	Committee	End April 2021	May 2021
General property management	Members and visitors could be harmed while on site.	<ul style="list-style-type: none"> • The fabric of the building is inspected for damage or wear and tear • A record is kept of all remedial actions and repairs • The premises are secured at night & security lights are installed • A safety notice detailing emergency numbers is displayed to the left of the clubhouse door • A defibrillator is located on the outside wall of the Village Hall • A first aid kit and an accident report book are kept in the Clubhouse. 	Clubhouse to be Repainted	Committee	After lease is renewed in 2020	Aug 2021

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by who?	Action by when?	Done
Outdoor Courts	Players, officials and members of the public could be injured if they trip or fall	<ul style="list-style-type: none"> • Courts are cleared of debris • Courts are routinely inspected for algae and vegetation and this is removed if found • Safety inspections are carried out to look for wear and tear and maintenance is documented • Wire fencing is checked for snag hazards • Padded post protectors are fitted to the central floodlight posts • Courts are appropriately lit • Glassware & crockery not allowed to be taken on courts 				
Floodlight Maintenance	Injury can be caused to club members working at height	<ul style="list-style-type: none"> • The electrical supply to the lights is turned off before any work commences • The scaffold tower is used to clean/repair the floodlight lamps • The tower should not be used in strong winds • A minimum of three persons should erect and dismantle the scaffold tower and carry out the maintenance activities • Hard hats to be worn • All guard rails and platform boards should be in place • All castors should be locked • The tower should be chained to the floodlight post to prevent the tower overturning • The tower must not be moved whilst people or materials are on the tower • There are no powerlines or overhead obstructions 	Reduce maintenance by installing LED lamps and/or provide access for a cherry picker	Committee	After lease is renewed in 2020	Aug 2022
Club grounds and gardens	Club members, volunteers and members of the public could be injured if they fell on damaged or overgrown pathways.	<ul style="list-style-type: none"> • Walkways and paths around the clubhouse are lit by motion sensor lights • When external contractors are used, copies of their insurance details will be obtained • The Parish Council maintains the carpark which is shared with the Village Hall. • The grass areas around the courts are cut regularly by the Parish Council • Hedges and trees surrounding the courts are regularly cut back for safer retrieval of tennis balls 				

This risk assessment is reviewed annually. Safety inspections are carried out quarterly and actions arising from it are discussed at each committee meeting