



38 Magdalen Road, London SW18 3NP

## HEALTH AND SAFETY

All Members, Visitors and Guests must make the health and safety of themselves and others a priority

Please report any Health and Safety hazards to Dominic Adams or Penny Sloman, who share responsibility for facilities at the club

**Accidents:** All accidents must be reported to our Hon Secretary, John Parry, within 48 hours

Please enter details in the black Accident Book located by the First Aid Kit beneath the signing in screen

**Kitchen:** Please report any concerns, damage or cleaning issues regarding the kitchen to Edwina Le Blanc Smith [em\\_leblancsmith@hotmail.com](mailto:em_leblancsmith@hotmail.com)

**Cleaning:** Cleaning in the Club House is under the governance of Facilities. Please inform Facilities (Penny Sloman – 07770944634 or through email: [penny@sloman.org](mailto:penny@sloman.org)) of any spillages or other cleaning issues which may be a health and safety hazard.

**First Aid:** The first aid kits and their replenishment are the responsibility of our Head Coach, Mike Francombe. If you notice there are items missing, please bring this to his attention. There is a first aid kit on the wall by the kitchen hatch. There is another behind the bar.

**Defibrillator:** The Defibrillator is on the wall above the telephone outside the kitchen door.

## EQUALITY AND DIVERSITY:

Harassment, bullying, abuse or victimization of an individual including sexual, ageist or racially based harassment or other discriminatory behaviour, whether physical or verbal is not acceptable and is in breach of our Rules.

Any member, guest or visitor who believes they have experienced discriminatory behaviour should contact the Welfare Officer, Mrs VJ Lowe, or a member of the Management Committee.

Magdalen Park Lawn Tennis Club is fully committed to safeguarding and promoting the well-being of all our members. The club believes it is important that everyone associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Members are encouraged to be open at all times and share any concerns or complaints that they may have about any aspect of the club with a member of the Management Committee or the club's Welfare Officer, Mrs VJ Lowe (contact details [vjflowe@hotmail.com](mailto:vjflowe@hotmail.com), tel: 07809650053

**IF YOU SEE ANY BEHAVIOUR WHICH CONCERNS YOU, PLEASE REPORT IT TO OUR WELFARE OFFICER, PARTICULARLY IF IT INVOLVES A CHILD OR VULNERABLE ADULT. REQUESTS FOR CONFIDENTIALITY WILL BE RESPECTED WHEREVER POSSIBLE**

Updated: March 2019

Review date: 2021

