

Regional League 2017/18 Risk Assessment Report Form



This form, along with the Declaration on the next page, must be completed by a representative from each team along with both umpires at the venue before every Regional League game. **This sheet, together with the declaration should then be returned to Anne Spracklan aspracklan@blueyonder.co.uk**

Date: _____ **Venue:** _____

Teams: _____ v _____

PRE-MATCH CHECKLIST

COURT SURFACE AND SURROUNDS

ACCEPTABLE UNACCEPTABLE

- | | | |
|--|--------------------------|--------------------------|
| 1. Is the court surface free of debris and in adequate condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are the court lines clearly marked and not peeling off? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the perimeter / run off at least 0.9m wide and free from obstructions? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are the goal posts secure and in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is the lighting sufficient to ensure safe play? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are the team benches and scorers suitably placed and secure? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are spectators adequately controlled and positioned suitably? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Is there any other issue that could constitute a hazard to participants? | <input type="checkbox"/> | <input type="checkbox"/> |

FIRST AID AND FIRE SAFETY

- | | | |
|--|--------------------------|--------------------------|
| 9. Is a trained first aider / first aid kit available for treating minor injuries? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is there a procedure in place for dealing with major injuries? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are fire exits clearly marked and free from obstructions? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Are all participants aware of the drill in case of fire or other emergency? | <input type="checkbox"/> | <input type="checkbox"/> |

PLAYER CHECKS

- | | | |
|---|--------------------------|--------------------------|
| 13. Have player checks been carried out? | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Are all participants (players AND officials) wearing suitable footwear? | <input type="checkbox"/> | <input type="checkbox"/> |

COMMENTS (especially where any 'unacceptable' box has been checked)

FOR EACH ITEM PLEASE:-

1. Identify if there is a hazard present. If there is a hazard the 'unacceptable' box should be checked. If there is no hazard then the 'acceptable' box must be checked.
2. Enter further details of the hazard in the space provided above. All hazards identified must be cleared before play begins.

JOINT DECLARATION

(To be completed by a representative from each team along with both umpires)

We have jointly completed this Pre-Match Checklist for the match detailed overleaf. All hazards have been identified overleaf and steps have been taken to minimise risk to any participants.

Please delete as appropriate:

- (a) In our joint opinion, it is safe to proceed with the match at this venue, court and time with due regard to the prevailing conditions.
- (b) In our joint opinion, it is not safe to proceed with the match at this venue, court and time and is therefore preventing the game from taking place.
- (c) No joint decision has been made, the do not consider the venue, court and time safe for play. The are commencing play without this risk assessment in joint agreement.

Name, signature and Award held:

Umpire 1: _____

Umpire 2: _____

Team Official 1: _____

Team Official 2: _____

Date _____

NOTE

The completed form is to be sent by the **Home Team** to

ANNE SPRACKLAN

aspracklan@blueyonder.co.uk