



RISK ASSESSMENT

Activities usually carried out by the club

Coaching: Junior – weekly on a Monday from 4p.m. to 7p.m., at club courts

Matches: Tuesdays & Thursdays from 6.30p.m. at club courts

Club play: Wednesday evenings from 6p.m. & Sunday mornings from 9a.m., at club courts

HAZARD	CONTROL MEASURES IN PLACE	RISK FACTOR	FURTHER MEASURES
Car Parking Area Lighting levels	<ul style="list-style-type: none">- Visual checks to ensure lighting is at adequate level, especially in areas where there are curbs, fixtures or obstructions.- Visual check to identify any temporary obstructions that restrict passage.	Low	Time controlled light available to allow members to exit area safely

Obstacles blocking access route from car parking area to clubhouse/courts		Low	Notify FSCA of any areas of danger.
Clubhouse			
Surround area	- Visual check for potential hazards - Keep clear of player's equipment to allow safe access around area	Low Low	Notify Secretary/Groundsmen of any areas of danger Move as necessary
Changing & toilet facilities	- Ensure no obstructions prevent access to changing rooms & toilets, located within FSCA - Area to be kept free of obstructions	Low Medium	Advise FSCA
Access door to clubhouse	- Provide First Aid kit in clubhouse	Medium	
First Aid	- Enter in accident book in FSCA office - No smoking allowed in clubhouse.	Medium High	Consider asking a few members to take First Aid course
Fire procedures	- Empty waste bins regularly	Low	
Equipment storage	- Don't allow equipment storage materials to build up. - Make sure that all equipment is stored safely and does not present hazard for other clubhouse users. - Ensure all chemicals are stored in securely locked cupboard. - Ensure that any children using the clubhouse are supervised and warned not to touch equipment.	Low Medium High High/Medium	Provide suitable fire extinguishers in equipment store Take particular care with weed/moss killers, toilet bleach, etc. Consider adding this requirement to club rules
Maintenance equipment	- All maintenance equipment is provided by F.S.C.A.		

Machinery	<ul style="list-style-type: none"> - Chemicals, paint, etc. kept in a locked cupboard 	High	Provide warning signs adjacent to cupboard
<p>Playing</p> <p>Physical injury during coaching sessions or game play (sprains, strains, breaks)</p>	<ul style="list-style-type: none"> - Coach registered with L.T.A. - Ensure everyone taking part in session is medically fit to do so. - Recommend that players remove or tape up any jewellery that they are wearing. - Encourage all players to warm up gently before coaching sessions & games - Warming down correctly is now considered to be more important than warming up! - Make everyone aware of dangers relating to any racket sport when working or playing in groups - Consider danger to players, with poor co-ordination or reaction speed, in any drills - Make sure First Aid kit is available at all training sessions & games within F.S.C.A. 	<p>Medium</p> <p>Medium</p> <p>Medium</p> <p>Medium</p> <p>Medium</p> <p>Low</p>	<p>Stop & warn players concerned if actions they are/have taken are potentially dangerous</p> <p>Don't hit ball hard straight at player/s</p>

<p>On court hazards</p>	<ul style="list-style-type: none"> - Check that net fixtures, fittings & playing equipment are safe, make visual check if not accessible - Check condition of court surface, don't allow players to use courts if icy or dampness makes them excessively slippery. - Warn players of potential danger of running into tennis net and/or court screening netting - Return balls not in play to server's end at a gentle speed - Make sure player's equipment & bags are positioned off court & not in a dangerous position for other court users - Remove all loose balls off playing area & surrounds as soon as is practical. 	<p>Medium</p> <p>Medium</p> <p>Medium</p> <p>Medium</p> <p>Low</p> <p>Low</p> <p>Low</p>	<p>Encourage a number of club members to take first aid course.</p> <p>Weather dictated</p> <p>Warn other players of intent</p> <p>In windy conditions make sure brakes are used to stop wheelchairs moving.</p> <p>Request players to do this when considered necessary</p>
<p>Travel to other clubs/competitions</p>			

Accident prevention	- Check with drivers that their vehicle is roadworthy & insured	Low	Pre plan all journeys
	- Ensure sufficient time is allowed to travel to destination at a safe speed, allowing for stops every 2 hours. Ensure maps & address details are given to all drivers	Medium	
	- Ensure all drivers are physically fit & not under the influence of alcohol/drugs.		
	- Don't overload the vehicle with equipment, blocking visibility.	Low	
	- Ensure regular stops are taken to avoid driver tiredness.	High	
	- If travelling in convoy, lead car to travel at sensible speed. Allow safe distance between vehicles.	High	
	If using group transport, ensure that multiple drivers are available on long trips.	Medium	
	- Unload vehicles in safe location at point of demarcation.	Low	
	Medium	Early morning departure presents a risk if someone has consumed alcohol the night before.	
		Passengers to be aware & not fall asleep themselves!	
		Responsibility of transport company	