

Table 1

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage the risk?	Action by Whom?	Action by When?	Done
Slips and trips in club premises	Injury can be caused to club members & coach and visitors to the club	Try to ensure nothing is left lying on the floor in a position that could cause a trip hazard	Report any problems to the School ASAP			
Electrical risks at club premises	Injury can be caused to club members & coach and visitors to the club	Make sure the equipment is regularly tested and the fuses are working properly.	Report any problems to the School ASAP			
General property management	Members, coach and visitors could be harmed while on site e.g. grass too high around decking.	Make sure the decking area edges are clear of grass so depth of step can be clearly seen	Report any problems to the School ASAP			
Outdoor Courts	Players, officials and members of the public could be injured if they trip or slip.	Recommend not to use courts if frost or ice. Make sure nothing lying around that could create trip hazard				
Club grounds and gardens	Club members & coach or visitors to the Club could be injured if they fell over tree roots or slipped on wet grass.					
Kitchen Area	Members may be scalded or cut in the kitchen area and members & visitors could be at risk if food was incorrectly prepared	Not allow small children near the kettles or sink area.				

Changing rooms	Members, coach and visitors might be injured in changing rooms as a result of a slip or from using contaminated shower facilities		Report any problems to the School ASAP			
Staff and security	Members, coach and visitors could be harmed by intruders or have property stolen or damaged	Recommend members or visitors do not leave valuables in the Changing Rooms or in their cars.	Report any problems to the School ASAP			