

# WH&S CHECKLIST FOR SPORTING GROUPS

- ▶ This checklist must be completed as per the Schedule of Conditions in the Sporting Facility Use Agreement
- ▶ A designated person from the organisation/group must inspect all facilities (including the playing field, general environment and equipment) needed prior to all competition, training and other events
- ▶ Please make reference to the WH&S Checklists in your Committee Meeting Minutes and keep as a record
- ▶ This completed checklist may be requested by a Council Representative

CONTACT DETAILS			
Organisation Name:			
Contact Name:	Position:	Signature:	
Postal Address:			
Venue:		Date of Use:	
Sports Council Member:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Sports Council Name:	
Type of Use:	Competition <input type="checkbox"/>	Training <input type="checkbox"/>	Other <input type="checkbox"/>
Witness Name:	Position:	Signature:	

CHECKLIST – Please tick applicable box and write any comments in BLOCK WRITING			
	Yes	No	N/A
▶ Playing surfaces are clear of all hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ All equipment used for maintenance/watering of grounds are stored or maintained in area preventing hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Synthetic cricket pitch is covered with sand/soil for winter sports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Objects that players may collide with or where injury may occur are covered, padded or fenced off to prevent injury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ All goal posts are fixed in position securely and padded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ All corner posts or flags are safely positioned and will give way if a player collides with them	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Spectators and participants will be safely separated from each other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Change rooms are clean and tidy prior to and after use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Surfaces in change rooms are free of water and non slip mats are used where appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Clean drinking water is available for players and officials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Emergency vehicle access is clear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Trained first aider present/regulation first aid kit made available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Appropriate footwear and appropriate personal protective equipment will be worn by all players	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Weather conditions suitable for competition/training/other event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Adequate sun protection is available for competition/training/other event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ Sporting group have access to a telephone and emergency numbers are clearly available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ All lighting for night competition/training/events are adequately positioned and in working order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER IDENTIFIED HAZARDS			
RECOMMENDED ACTIONS – Please identify proposed corrective actions from checklist where a ‘No’ has been recorded against a listed item or other hazard identified			