

CUDDINGTON & SANDIWAY TENNIS CLUB (C&STC)

RISK ASSESSMENT, Reviewed October 2023

INTRODUCTION

Cuddington & Sandiway Tennis Club (C&STC / The Club) is a member's only club open to primary and secondary school juniors, other students and to senior members. Courts 1 and 2 are also available to members of the public. The facilities are 6 carpeted tennis courts, all floodlit for winter play, and a single room club house approximately 7.5m wide, 7.25m long with double exit doors at front, providing two toilets, one fully accessible, kitchen facilities, storage and seating. There is also a wooden shed used for storing maintenance items.

All the courts and the club house are enclosed by 2.5m fencing with access via 2 separate gates, with secure access.

This risk assessment covers C&STC members, employees (coaching & maintenance) and visitors who may be playing tennis either socially or competitively, receiving coaching, or using the club house facilities, and non-members who are spectating or playing on Courts 1 and 2 on a pay as you go basis.

Inspections as outlined within the risk assessment below are recorded within an inspection report book, entries assessed by the Committee Facilities rep, then relevant actions noted and undertaken as necessary.

Safe Play Guidance is referred to within Club Rules and should also be read in conjunction with this risk assessment.

This risk assessment has been:

Prepared by Bob Floyd, Committee Facilities representative

& verified by Andrew Hilton, Club Chairperson



<i>Club Name:</i> Cuddington and Sandiway		Name of Risk Assess	sor: Bob Floyd	Date of Risk Assessment: Oct 2023			t 2023
What are the Hazards?	Who might be harmed & how?	What precautions are already in place?	Any further actions required?	Risk Rating (low, medium, high)		Action undertaken by whom &	Completed / in date at time of
				Now	After further action	by when?	this review
Club House Fire	Members and visitors in the Club house at the time.	Provision and annual testing of: • Smoke alarm • 3 fire extinguishers (one CO2, one water, one powder) • 1 Fire blanket • emergency lighting	Continue annual testing and inspection	low	low	Last completed April 2023.	Yes
	Causes of Fire Electrical Fault 	Overall assessment of Club house electrics. Upgrading and refurbishment as required	Continue assessment at 5-year intervals to BS7671	med	low	Last completed 2019. Next due 2024	Yes
	Smoking	Portable Appliance testing (PAT) of equipment. Smoking prohibited with non-smoking sign in club house	Annual check that signage remains in place	low	low	PAT test completed April 23 n/a	Yes



	• Fire from cooking	Provision of fire blanket & fire extinguisher	No further action It is considered with the equipment in place, and the provision of double exit doors at the front of the clubhouse, that the risk to members and spectators from a clubhouse fire is as low as reasonably practicable.	low	low	Next inspection of fire blanket April 2024	Yes
Electrical shock from using the equipment in the clubhouse.	All clubhouse users	Testing of clubhouse electrics on a 5- yearly basis Portable appliance testing (PAT) of equipment	Continue testing every 5 years to BS7671. Upgrade and refurbish as required Continue testing annually It is considered that with the continued testing of clubhouse electrics and PAT testing, that the risk to members and spectators from electrical shocks is as low as reasonably practicable	low	low	Completed 2019. Next due date April 2024. PAT completed April 2023. Next due April 2024	Yes Yes
Accidents and emergencies	All club users Illness, falls, trips, collisions and other incidents 	A visible first aid box equipped and regularly checked every 3 months. Use of the accident reporting book is encouraged and that book is reviewed for trends.	3 monthly checks The old accident reporting book was replaced in April 2023 with a version to enable confidentiality of personal data	low	low	Organised by Bob Floyd Use monitored & information collated by Bob Floyd	Yes Yes
		Signage in the club displayed to indicate availability of the nearest AED	Annual check that signage remains in place			Bob Floyd	Yes

		(defibrillator) is at the local village hall.					
Personal Injury from trip hazards on court	Any player who could fall as a result of: -	Courts are inspected	ongoing	low	low	Bob Floyd	Yes
on court	 Slippery courts due to moss and other growth on surface. 	every 3 months. Any moss is treated and courts are deep cleaned when necessary.	ongoing		10.00	bobrioyu	165
	 Trip hazard due to uneven surface of courts 	Maintain and record inspection and cleaning regime Loose balls should		low	low	Bob Floyd	Yes
	 Slippery courts due to rain, frost, snow, ice 	not be in area of play, as per Safe Play Guidance section of club rules Club users use		med	med	n/a	Yes
	 Loose balls left on court during play. 	courts at their own risk, as stated in club rules		med	med	n/a	Yes
	Note: - this hazard is increased during coaching when a considerable number of balls are being used.						

Personal injury from being hit by a tennis ball	Any player	Players to take reasonable care not to hit another player whilst making a shot. See Safe Play Guidance section within club rules.	ongoing	med	med	n/a	Yes
Broken and protruding wire from the perimeter security fence	Any Club user	Perimeter fence is inspected on a 3 monthly basis	ongoing	low	low	Bob Floyd	Yes
Branches and leaves protruding through the perimeter fence/	Any club user	Club ensures that trees and bushes are trimmed annually	ongoing	low	low	Bob Floyd	Yes
Debris from broken floodlight glass or bulb	Any club user	Floodlights are repaired when broken Inspection of floodlights & recording every 3 months.	ongoing	low	low	Bob Floyd	Yes
Electrical fault with floodlight electrics,	Any club user	Inspection & recording every 3 months of covers at floodlight stanchions	ongoing	low	low	Bob Floyd	Yes



