



Risk Assessment Policy



Les Mielles Tennis Club will carry out a full annual risk assessment of the facility with a view of highlighting potential hazards and taking the appropriate action wherever necessary to ensure a safe and enjoyable environment.

Betty Gavey, Membership Secretary is responsible for reporting to the committee/management team on such issues. If a member/user wished to report a hazard or potential hazard, they should do one of the following:

- Call Betty Gavey on 742 458
- Email membership@lmtc.je and/or communications@lmtc.je
- Write a note, including details and location of the hazard, posting it in the suggestion box
- Write an entry in the maintenance log book, located in the Clubhouse

Maintenance is an item on the agenda for committee meetings. Any issues are raised and the appropriate action taken; all details will be listed in the minutes.

The risk assessment includes the following areas:

- Is the area and surroundings are safe and free from obstacles?
- Is the area fit and appropriate for activity?
- Is the equipment fit and sound for activity and suitable for age group/ability?
- Is the performers register is up to date with medical information and contact details?
- Are performers appropriately attired for the activity?
- Can emergency vehicles access facilities?
- Is there a working telephone is available with access to emergency numbers?
- Are emergency access points checked and operational?
- Are evacuation procedures are published and posted somewhere for all to see?
- Do volunteers, staff, coaches and members have access to information relating to health and safety?
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Committee member

Chairperson

Signed

Signed

Date

Date

