



Health and Safety Policy

Objective of policy

Deerpark Tennis Club is committed to ensuring, so far as is reasonably practical, the health and safety of its members, visitors, volunteers and contractors whilst on its courts, its clubhouse and adjoining grounds.

Scope of policy

This policy applies to all those involved in Deerpark Tennis Club including, but not limited to members, parents/guardians, coaches, volunteers, the committee, administrators, contractors and visitors.

Policy¹

Responsibilities

As far as is reasonably practicable, overall and final responsibility for health and safety in respect of the Club is vested in the Club's Management Committee. That said, members, parents/guardians, coaches, volunteers, contractors and guests, need to take reasonable care of their own health and safety while on Club premises. The successful implementation of this policy requires total commitment from everybody.

The management committee

The Management Committee will take responsibility for the following²:

- Discussing health and safety at their monthly meetings and undertaking risk assessment reviews, where necessary, so as to prevent incidents and accidents.
- Providing and maintaining a safe court environment, safe facilities and equipment.
- Providing guidance, and specialist safety equipment, where necessary, in the undertaking of Club work or maintenance.
- Providing information and instructions on health and safety issues where necessary.
- Ensuring a valid public liability insurance policy is in place to mitigate against any unforeseen event.

Members

Members, or a responsible adult for juniors, are responsible for the following:

- Taking reasonable care for their own health and safety and complying with all safety procedures advertised by the Club.
- Considering the safety of other persons who may be affected by their acts or omissions.
- Ensuring that any guests or visitors they invite on to the host club's premises are made aware of their responsibilities towards health and safety.
- Refraining from intentionally misusing or recklessly interfering with anything that has been provided for health and safety reasons.
- Reporting any hazards or potential hazards in premises and equipment, or shortcomings in the existing safety arrangements, to a committee member or Club Administrator without delay.

¹ While child safeguarding falls under the umbrella of health and safety, details can be found on the Child Safety section of the Club website.

² These responsibilities may be undertaken by the Committee, a sub-committee or the Club Administrator.



- Reporting to a Committee member or the Club Administrator if an accident or incident occurs and supporting the Club in the completion of the relevant documentation³. Note, in the event of a serious accident or incident, the emergency services should be contacted at 999 or 911.
- Not undertaking any activity which a GP or hospital doctor has advised against.

Volunteers

Volunteers should avail of the safety equipment provided (gloves, masks and goggles) when using the court sweeper, the leaf blowing machines, hedge trimmers or when spraying weed killer. Any volunteer using their own equipment should ensure that this equipment is safe to use.

First aid

A first aid kit is available in the Clubhouse kitchen. The defibrillator is available in the floodlights box.

Extinguishers

Extinguishers (CO2 and foam)/fire blankets are located in the following locations. Red portable extinguishers which contain water should not be used on electrical fires or flammable materials.

- On right side of door leading to stairs (CO2 and foam)
- Under stairs (CO2 and foam)
- On upstairs landing (CO2 and foam)
- Kitchen (Fire blanket)

Fire Alarm

On hearing the continuous fire alarm, those present in the clubhouse are to leave the building immediately by the nearest fire exit, most likely the main door. If the nearest exit route is blocked by smoke, those present are to leave by the rear exit. Proceed to the fire assembly point which is outside the main gate of the Club. At the assembly point, a nominated person in charge should check that all persons known to be on the premises are accounted for. This person should be informed if someone is suspected as still inside the building. Individuals should remain at the assembly point and await instruction.

³ Accident and incident forms can be found in the Child Safety section of the Club website or are available in the Club office.