



# **BRISTOL FALCONS BADMINTON CLUB**

## **FACILITIES RISK ASSESSMENT**

The following checklist is to be confirmed prior to each session at the playing venue. It should be noted on the register as checked with details of any necessary actions taken.

no.	Item	Feature	Action if compromised
1	Playing area	Suitable for activity	Restrict / modify activity / inform hall management
2	Playing area	Clear of obstructions	Restrict play / inform hall management
3	Equipment	Suitable for use / faulty	Restrict or manage use if potentially dangerous
4	Players	Suitably equipped	Restrict activities if inappropriately attired e.g. footwear
5	Players	Contact details available	Ensure parents/carers leave contact details if not staying at session
6	Documentation	Register available	Make note all players attending for subsequent make up of register
7	Documentation	Accident book available	Make note of any incident for subsequent make up of accident book
8	Documentation	Current Constitution, Codes of Conduct, Emergency procedures to be kept in club folder	Ensure folder is kept in place and up to date
9	Emergency	Exit points clear	Clear or make alternative safe exit routes
10	Communication	Telephone available	Make arrangement for use of telephone

SIGNED:

DATE: 12 October 2019

NAME: Mark Marsh

POSITION: Club Chairperson