



Chobham & District Lawn Tennis Club

“A Small & Friendly Club in the Heart of Chobham Village”

Chobham & District Lawn Tennis Club Health & Safety Policy Statement Reviewed and Approved by Management Committee ??? 2023

Chobham & District Lawn Tennis Club (CADLTC) is strongly committed to encouraging our members to participate in all our activities as a club, but the health, well-being, and safety of each individual and each other is always our paramount concern.

HEALTH AND SAFETY POLICY:

To support our Health and Safety policy statement the Club's Management Committee is committed to the following duties:

- Appoint a Committee member to oversee all health and safety responsibilities.
- Undertake regular, recorded risk assessment of the club premises and all activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by an annual risk assessment.
- To maintain the clubhouse and courts to an appropriate standard to minimize and mitigate risk of personal injury.
- To keep up to date with Government, Local Authority and LTA Health and Safety guidelines.
- Ensure that appropriate Health and Safety information is provided to members and that suitable posters and signage are in place on the club's premises.
- Ensure that all members are made aware of and are fully encouraged to follow the club's health and safety policy.
- Establish, and regularly review, operating procedures for use in cases of emergency.
- Provide access to adequate first aid resources with supplies reviewed regularly.
- Maintain a written record of any injuries or accidents sustained by any person (whether member or not) during any club activity or whilst on the club premises.
- Ensure that the implementation of this policy is reviewed regularly and monitored for effectiveness.

NOTE: CADLTC are unable to provide the same policies to members of the public using our courts during public times and where courts are booked through the Parish Office.

AS A CLUB MEMBER YOU HAVE A DUTY TO:

- Take reasonable care of your own health and safety and that of others who may be affected by what you do or not do.
- To keep up to date with all Health and Safety guidance issued by the club and to ensure adherence to all Health and Safety measures introduced by the club.
- Co-operate with the club on Health and Safety issues.
- Use all equipment provided by the club in an appropriate and safe manner.
- Not interfere with or misuse anything provided for your health, safety or welfare.
- Record any accidents where personal injury has occurred in the Accident Book, located in the First Aid Kit in the clubhouse.

CLUB HEALTH AND SAFETY OFFICER: Emily Whisker

FIRST AID: A First-Aid Kit is located in the clubhouse on the kitchen wall opposite the sink and above the Light Timers. Please notify any Committee member if this kit lacks any suitable resources.

QUALIFIED FIRST AIDERS: Emily Whisker