



Brentwood Hard Court Tennis & Padel Club

# Health and Safety Policy

Date	Issue Number	Reason for change
8 <sup>th</sup> November 2023	001	Change of format
23 October 2024	002	Policy reviewed in line with LTA template

## HEALTH AND SAFETY POLICY

### HEALTH AND SAFETY

The Brentwood Hard Court Tennis Club (BHCTC) does not employ staff to undertake daily oversight of the courts, equipment and supervision of players and the Committee relies on members and users of the facilities to identify any issues which may need to be addressed.

### RISK ASSESSMENT

A risk assessment will be undertaken to ensure that the premises and equipment are safe and suitable for play. **At all times, members should appraise the risk and satisfy themselves that the courts are safe and wear appropriate tennis footwear with adequate grip.**

### GENERAL

The Committee requests that all club members wear appropriate clothing and footwear on the courts and that they check that the court is suitable for play. If there is a problem with the premises or equipment then members are asked not to use them until the problem has been rectified and inform a member of the Committee as soon as possible in order that the problem can be rectified.

### WHAT TO DO IN AN EMERGENCY

Members and users of the club's premises should note that there is no public telephone on the club's premises. They should therefore ensure that they have a means of contacting the emergency services should the need arise i.e. a mobile phone.

Coaches hold up to date first aid certificates, first aid kits and mobile phones.

BHCTC is an unmanned facility and it is therefore the individual responsibility of each member to inform those you are playing with of any known medical condition that you have that may require immediate assistance.

### Accident and Emergency Guidelines

- Stay calm but act swiftly and observe the situation. Is there any danger of further injuries?
- Listen to what the injured person is saying
- If the injury is minor, alert a first aider (if one is present) to take appropriate action. All BHCTC Coaches are certified First Aiders
- If the injury requires specialist treatment, call the emergency services
- If the injury has occurred during a junior group session, ensure the rest of the group are adequately supervised
- Do not move someone with major injuries – wait for the emergency services
- Contact the injured person's parent/carer (if appropriate)
- In the event of an Accident on the courts, complete an Accident/Incident form, copies of which are located in the kitchen next to the First Aid kit, and pass to a coach or a committee member or email [brentwoodhardcourt@gmail.com](mailto:brentwoodhardcourt@gmail.com)

**Nearest Accident and Emergency Department-** Basildon University Hospital, Nether Mayne,  
Basildon SS16 5NL

**Club Location-** Childerditch Ln, Warley, Brentwood CM13 3FD

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### CHILDREN

Children using the club's facilities do so subject to appropriate parental permission. Parents have a duty to inform those supervising children during organised activities of any relevant health information in relation to their child. Parents also have a responsibility to ensure that their child behaves in an appropriate way and does not do anything which may endanger themselves or other users.

### Had an Accident?

In the event of an accident on the courts, please complete an Accident/Incident form, copies of which are located in the kitchen next to the First Aid kit, and pass to a coach or a committee member or email to [brentwoodhardcourt@gmail.com](mailto:brentwoodhardcourt@gmail.com)



**The First Aid kits are in the tennis club kitchen**



**The Defibrillator is in the tennis club kitchen**