

## LTA Indoor/ Outdoor Courts

Both indoor and outdoor courts can be places where injuries occur. This assessment will focus on the operation and the facility, rather than "Playing Tennis". Clubs should complete this assessment for any indoor and outdoor courts they have.

Even where the hazards are the same, the control measures you adopt may have to be different from those in the examples, to meet your particular needs. those

**Q1** Is a regular, documented maintenance schedule in place for the upkeep of courts?

- (YES) - The club has a regular, documented maintenance schedule in place which covers courts.
- (NO) - Clubs should ensure that they have a regular and documented maintenance schedule in place and that maintenance is carried out by competent persons and in line with any manufacturer guidelines and specifications.

**Q2** Are courts routinely cleaned in line with the requirements of the court type and use?

- (YES) - Courts are cleaned regularly and in line with recommended standards.
- (NO) - Courts should be maintained in line with manufacturer guidelines and specifications to ensure all hazards and debris are removed and the courts remain safe to play on. Clubs should document cleaning schedules to show compliance.

**Q3** Are regular inspections carried out to look for wear and tear?

- (YES) - Regular inspections are carried out for wear and tear.
- (NO) - Wear and tear should be checked regularly and recorded. Damaged or worn surfaces could become a slip/trip hazard for users. Courts should be maintained in line with manufacturer requirements.

**Q4** Do suitable arrangements exist for placing courts or court areas out of bounds if damaged or unsuitable for use? (e.g. bad weather, icy conditions, thunder storms)

- (YES) - Court safety & suitability are reviewed on a regular basis, and courts are secured when out of use and users are made aware that areas are out of bounds.
- (NO) - Damaged, unsuitable, or dangerous courts must not be made available for users. Clubs should consider how best to place courts out of bounds either by securing them (locking gates) or by clearly sign posting and cordoning off of areas. The club should also look

**Q5** Are volunteers and employed workforce (where relevant) correctly trained in the use and set-up of additional equipment, including how to handle heavy or awkward items that may be on court/available for use?

(e.g. scoreboards, umpire chairs, ball machines etc.)

- (YES) - Volunteers and paid workforce are trained on the safe use of court areas including supplementary equipment required in activities
- (NO) - Volunteers and the paid workforce should be made aware of how to use all and any equipment that they may be expected to use during their court use. A list of equipment together with staff training records are a good way of ensuring that only trained and competent users are able to work with potentially hazardous equipment. Users should receive documented training in the use of any work equipment. Clubs should ensure that users are safely setting up courts and are taking account of good manual handling techniques if lifting or moving heavy or awkward objects. Further guidance can be found at <http://www.hse.gov.uk/toolbox/manual.htm>.

**Q6** Are all club members and participants aware of the clubs' rules and health and safety requirements?

- (YES) - All members & participants receive information about club rules and requirements, including guidance on suitable footwear for various playing surfaces.
- (NO) - There should be clear methods of informing members and participants of club rules and health and safety requirements, including guidance on suitable footwear for various playing surfaces. This could be in the form of club rules/codes of conduct, safety signage etc.

**Q7** Do you regularly use temporary structures such as airdomes and non-airdomes?

- YES
- (NO) - Temporary structures are not used by the club.

IF ANSWERED YES TO Q7

**Q8** Is a regular, documented maintenance plan in place to assess the structure itself, the heating and lighting in accordance with the manufacturers guidelines?

- (YES) - The club has a regular, documented maintenance schedule in place which covers the temporary structure, its heating and lighting.
- (NO) - Clubs should ensure that they have a regular and documented maintenance schedule in place and that maintenance is carried out by competent persons and in line with any manufacturer guidelines and specifications.

**Q9** Do you have a contingency plan in place to protect the structure in the event of poor or extreme weather?

- (YES) - The club has documented plans in place in order to protect the structure in the event of poor or extreme weather.
- (NO) - Clubs should consider all weather situations and how they will manage the structure should poor or extreme weather arise. This plan should be documented and communicated to all relevant parties.