

SAFETY INSPECTION CHECKLIST

COUNTY: _____

CLUB GROUND: _____

DATE: _____

INSPECTED BY: _____

Safety Inspection Checklist

Ref	Description	✓/* N/A	Comments or Action required	Photo(s)	Due
1	Documentation				
1.1	Safety Statement including risk assessment(s) in place, updated in the previous 12 months and signed off				
1.2	Adequate safety inspections completed in the previous 12 months e.g. one every quarter				
2	Access – Gates, Perimeter Walls, Fencing, etc				
2.1	Are all gates, fences and wall in a sound condition? e.g. free from sharp edges, loose blocks, loose capping, dangerous wire, etc				
2.2	Are all gates hung properly and in working order?				
3	Circulation Areas				
3.1	Are all steps and/or ramps in good repair, i.e. not worn, broken or slippery?				
3.2	Are floor coverings, tiles, etc, in good condition and not slippery?				
3.3	Is there adequate lighting in car parks, walkways, paths, etc?				
4	Fire Safety				

Ref	Description	✓/✗ N/A	Comments or Action required	Photo(s)	Due
4.1	Is there a fire register in place with records of all fire detection and fire fighting equipment and its service history (as appropriate)				
4.2	Are fire exits and escape routes clearly marked, kept unlocked and clear from obstructions while people are on premises?				
4.3	Are flammable substances e.g. fuels, paper, cleaning materials, other chemicals, etc, stored correctly, away from many sources of heat?				
5	Electrical Equipment				
5.1	Are plugs and sockets in good condition with no cracks or pieces missing				
5.2	Where extension leads are being used, are they are fully unwound and not left plugged in and unattended.				
6	Lighting (including pitch lighting)				
6.1	Is all electrical housings, cabling, etc in good condition and with no exposure to live wiring?				
7	Machinery				
7.1	Is all machinery stored in a locked area away from access of members of the public?				
8	Maintenance				

Ref	Description	✓/✗ N/A	Comments or Action required	Photo(s)	Due
8.1	Are all maintenance materials, paints, etc stored safely and securely?				
9	Doors and Windows				
9.1	Are windows free from broken or cracked panes, frames, etc				
10	Working at Heights				
10.1	Are ladders and other equipment used for working at heights stored safely and securely when not in use?				
11	Match Day Stewarding (as applicable)				
11.1	Are stewards available for crowd control e.g. side-line duty and traffic control etc. as appropriate?				
12	Kitchen areas				
12.1	Is the kitchen/dining area kept clean				
12.2	Is fire safety equipment available in kitchen?				
13	Waste Management				
13.1	Is waste stored in a secure place pending collection/disposal?				
14	Goalposts – Fixed				

Ref	Description	✓/✗ N/A	Comments or Action required	Photo(s)	Due
14.1	Are goalposts in good condition and free from sharp edges or other objects which could cause injury?				
14.2	Is a safe system in use for securing nets to goalposts frame?				
15	Goalposts – Portable				
15.1	Are portable goalposts stored securely when not in use?				
16	First Aid				
16.1	Does a First Aid box exist, and is it appropriately stocked and available when required?				
16.2	Is a defibrillator in place and available?				
17	Event viewing areas, i.e. Stands, terracing, etc				
17.1	Are all viewing areas in good condition, free from slips, trips and falls hazards,				
17.2	Where seating accommodation exists, is all seating secure, free from all sharp edges, splinters, loose screws, nails, etc				
18	Toilet areas				
18.1	Are urinals, w.c.s, basins, etc. clean and in good condition?				

Ref	Description	✓/✗ N/A	Comments or Action required	Photo(s)	Due
18.2	Are hand washing facilities available (including hand drying facilities) and in working order?				
18.3	Is there a cleaning programme in place?				
19	Bar / Lounge				
19.1	When facilities are in use is there a cleaning system in operation for spillages/breakages? Will records be maintained?				
20	Any Other Hazards				

NOTE:

The above is not an exhaustive list and where other hazards are identified they should be adequately addressed. In addition, this checklist can/will be reviewed and updated to reflect other potential risks if deemed to effect/alter activities in our grounds e.g. Covid-19 (Coronavirus) Pandemic.

Signed: _____

Post/Role within Club: _____

Date: _____

GENERAL COMMENTS

Signature:.....

Club Safety Coordinator

Signature:.....

County Development Officer