



Risk assessment

Company name: SOUTHDOWN SPORTS CLUB

Assessment carried out by: SARA RILEY

Date of next review: 01.12.26

Date assessment was carried out: 01.01.26

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Clubhouse entrance to reception door.	Members and guests of club. Employees Trip hazards Infection	Signage on the fence, directing down to reception. Doors are wiped regularly. Path swept and any litter/objects removed.	Check entrance daily for any obvious obstructions that could cause a trip.	SR, ML and KG Receptionists	Immediately and then ongoing	

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		Reception area cleaned and lost property in box.				
Clubhouse	Members and guests of club. Employees Infection /trip hazards.	Cleaned and tidied regularly. Daily sweep of site, removing any objects, litter and hazards.	Hand sanitiser available. Be aware of external users and moving of equipment.	SR, ML and KG	Immediately and ongoing	
Downstairs female and male toilets	Members and guest of club. Employees Infection Children using facilities on their own	Anti-bac station outside toilets, in courtyard. Daily cleaning schedule. Weekly maintenance check to toilets, sinks and drains.	Regular cleaning with anti-bac. Staff Rota of cleaning schedule Check when LOG students are on site that everyone has left the toilet and changing room area with staff member. No student left behind.	Daily cleaners, plus employees during day Rec and Manager on duty.	ongoing	

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		OUTSIDE USERS Responsibility of coach/teacher to escort children to the toilet				
Lobby/outside toilets	Members and guest of club. Employees Infection and trip hazards.	Cleaned daily and any equipment, bags etc moved away to understairs cupboard.	Sweep of area in line with daily checking of site. Replacing of anti-bac.	Employees	ongoing	
Reception area	Members and guests of club. Employees Infection	Wipes and sprays for console and till. Hand sanitiser on wal. Reception desk painted and wires tidied up.	Clear walkways and exits and entrances remain clear at all times.	SR and reception team	ongoing	

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<p>NETBALL COURTS / new multi surface area</p>	<p>Members and guest of club. Employees Infection Trip hazards</p>	<p>Swept once a week. Bins emptied regularly. Equipment checked weekly and repaired immediately.</p>	<p>Communicate out to external users re expectations.</p> <p>Litter in bins and tennis nets moved clear of court area.</p> <p>More sanitiser stations around the site.</p> <p>FENCING FROM ASTRO TO NETBALL NEEDS TO BE RAISED</p>	<p>ML, KG and SR</p> <p>Green fencing quote accepted</p>	<p>FEB 24</p>	<p style="background-color: #90EE90;"></p>
<p>OUTSIDE SITE / open site. Please note that side gate next to reception will remain locked to track external</p>	<p>Members and guests of club. Employees Trip hazards Infection</p>	<p>Communication on booking facilities to outside users reinforcing we are an open site.</p>	<p>Reinforce through email communication the need for adults to take responsibility for the welfare of their children whilst on site.</p>	<p>SR and Receptionists</p>	<p>RA to be sent with every booking of the site to junior users.</p>	<p style="background-color: #90EE90;"></p>

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visitors and non-members onto site.						
ASTRO PITCH	<p>Members and guests of club. Employees Trip hazards Infection</p> <p>The bank by side of Astro has no fixed fencing.</p>	Daily sweep of area	Reinforce through email communication the need for adults to take responsibility for the welfare of their children whilst on site.	SR and Receptionists	RA to be sent with every booking of the site to junior users.	
GYM SPACE ENTRANCE AND EXIT	Members, guest of clubs, PT	Check regularly throughout the day	doors to remain closed either and with a re-instating of gym ards for members only.	Reception, ML and SR		

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	instructors and employees	to make sure space is left tidy.				
GYM EQUIPMENT and USE	Members, guest of club, PT instructors and employees	Daily check of machinery and equipment, fully functional and clean	offer inductions to current and new members. Ensure health questionnaire completed by all members.	ML AND REC	ASAP and then ongoing.	
CROSS COUNTRY ROUTE / Stanley Turner ground.	Members and guests of club. Employees Infection Trip hazards – twisted ankles due to uneven ground	A number of volunteers to walk groups carefully through to the site with hi viz jackets. Pete Masters AND Dave Leach to set the course up with all hazards removed from course route.	Priory School sports leader as teacher to man the course. All volunteers are DBS checked.	SR, (Southdown Club) and Pete Masters and Dave Leach (Lewes Athletic Club) Sports Leaders from Priory		

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		Route - perimeter of Stanley Turner fields.	<p>Clear course instructions given at the start of race. Course clearly signposted.</p> <p>Warn children to leave the site unless with an adult.</p>			
TENNIS COURTS	Members and guests of club. Employees Infection Trip hazards – twisted ankles.	Courts swept daily and all rubbish put in bins provided. First aid kit on fence at end of path to tennis courts	Any repairs or concerns to be reported to reception	Kerry Green and Duty/club manager.	Ongoing	

PLEASE NOTE THERE ARE SEPARATE MORE DETAILED RA FOR EACH FACILITY.