

JLT Sport Match Day Checklist

Football NSW National Risk Protection Programme



WHEN SHOULD THE CHECKLIST BE COMPLETED?

You should complete the Checklist before the first match of the day. If conditions change, the Checklist should be reviewed again (even if the Checklist has been completed earlier).

STORING COMPLETED CHECKLISTS

JLT Sport recommend original checklists are retained on file by the home club (or association where required) for a minimum of seven (7) years for future reference.

Name of Ground: Date of Inspection: Time:
DD/MM/YYYY HH:YY (24)

Day or Night Event: Home Club:

YES
(Acceptable)

If you are satisfied the conditions are safe to start play please mark (☑) the "YES" column .

No
(Action Required)

If you find a safety concern please mark (☑) the "NO" column and record your actions in the space provided.

(Acceptable) **YES** (Action Required) **NO**

1. Weather Conditions:

1.1 Are the weather conditions satisfactory for play to commence?

2. Field of Play:

- 2.1 Are the playing surfaces (including the field and pitch area) satisfactory for play to commence?
- 2.2 Has all visible debris, that may affect player safety, been removed?
- 2.3 Are all sprinkler covers intact and level with the playing field?
- 2.4 Are the portable goals secured (with 10 stakes or 12 bags of sand)?
- 2.5 Is the Cricket pitch (if present) covered?
- 2.6 Are the goals free of metal net hooks and nails?
- 2.7 Is the area 2m outside of each touch line free of hazards (e.g. chairs, bins etc.)?

3. Facilities:

- 3.1 Are the public and spectator areas (e.g. seating, walkways, car parks, BBQ area, etc.) free of visible hazards?
- 3.2 Are the player's areas (e.g. change rooms) free from visible hazards?
- 3.3 Are the perimeter fences and/or signs free from visible hazards?
- 3.4 Are First Aid facilities (e.g. First Aid Kit, qualified personnel and ice) on site and accessible?

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4. General

- | | | |
|---|--------------------------|--------------------------|
| 4.1 Are there sufficient ground officials present, in place and wearing visible vests? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.2 Is there no children under 16 years of age working in or playing in the canteen or BBQ areas? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.3 Is the ambulance access open and free of obstacles? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.4 Are there shaded areas, sunscreen and clean drinking water available? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.5 Is the lighting in the amenities block and change rooms in good order? | <input type="checkbox"/> | <input type="checkbox"/> |

5. Please provide details of actions taken to address your safety concerns

List below any hazards identified during inspection and action taken to remove or minimise the risks identified.

Hazard Identified	Risk Level	Action Taken

5. Declarations

I / We declare that I / We are authorised representatives of the Home Club

I / We declare that after reasonable inquiry, the following statements are true and accurate

- A. The above inspection (Match Day Checklist) was completed as per the above date and time
- B. All hazards, risks and safety concerns have been addressed to an acceptable level and recorded on this form (Sec.5)
- C. The home club is satisfied that the playing conditions are acceptable prior to the commencement of play

Who Signs the Checklist?

As the home club is responsible to ensure the greater environment of the venue is safe for members and guests, an authorised (18+ years of age) home club representative signs the form. As the away team players and entourage participate in the game under the same conditions, an authorised (18+ years of age) away team representative also signs the form.

Home Club Authorised Representative's Name

Position at Club

2nd Home Club Authorised Representative (if applicable)

Position at Club

This information is of a general nature and does not constitute legal advice. JLT Sport recommends that you seek further consultation prior to acting upon this material.