

**Brookfield Tennis Club,
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HEALTH & SAFETY STATEMENT

JULY 2025

Brookfield Lawn Tennis Club is committed to the promotion of Health and Safety measures as a mutual objective for management, employees and members at all levels. A management committee has been formed to formulate and continually review our Health & Safety policies and to do all that is reasonable to prevent personal injury and damage to property and to protect everyone from foreseeable hazards, including the public, in so far as they come into contact with the Club, its operations and buildings.

The Committee's responsibilities and duties include:

- Minimise the risk of accidents/injuries/dangerous occurrences at the club.
- Heighten awareness of the health and safety issues within the club Hazard identification, risk assessment and risk control.
- To appoint someone as lead for health and safety.
- Provide training and instruction to enable employees to perform their work safely and efficiently.
- Ensure that all accidents and injuries sustained during any club activity or whilst on the club premises are reported. Accident book to be kept in the reception area.
- Provide a First aid box in the club house and regularly check stock items.
- Repair and continually maintain our facilities and equipment, to create, where reasonably practical, a safe environment.
- Undertake regular, recorded Risk Assessments of the club premises and activities undertaken by the club.
- Machinery, such as leaf blower, is used by authorised and experienced personnel.
- All equipment and machinery is securely locked away when not in use.
- The premises are properly secured when not in use.
- Third party contractors do not commence work of any kind unless evidence of insurance and safety compliance is forthcoming.
- Location of fire extinguishers and fire blankets are clearly signed.
- To maintain a constant and continuing interest in health and safety matters applicable to the Club's activities, in particular, by consulting and involving employees and members wherever possible. All employees and members have a duty to co-operate in the operation of this policy:
 - by working and participating in the club's activities safely and efficiently.
 - by reporting incidents that have led or may lead to injury to people or damage to property or equipment.
 - by adhering to the Procedures for securing a safe workplace.
 - by assisting in the investigation of accidents with the objective of introducing new measures to prevent a recurrence.

Signed on behalf of the Committee of Brookfield Lawn Tennis Club.

Date: 17th July 2025