

The Annual Safety Audit is designed for community rugby bodies to assist in identifying potential risks and encourage committees to be pro-active in reducing risk and preventing injuries.

This checklist is to be completed prior to the start of each season, allowing enough time for any changes to be made and risks rectified before the season gets underway.

****If any risks have been identified (marked 'no') provide details on reverse including steps taken to reduce the risks.**

This completed form should be kept on file by the Rugby Body.

Rugby Body: _____

Venue: _____

Date: _____

Facilities

Are all buildings structurally sound, safe and in good condition?

Yes No**

Is spectator seating in good condition and free from sharp edges or rotting wood?

Yes No**

Are handrails provided where necessary?

Yes No**

Are steps free from damage, with reflective and non slip surfaces?

Yes No**

Is perimeter fencing and signage safe, secured and in good condition?

Yes No**

Are there any slip or trip risks in the general vicinity (raised pavers, tree roots)?

Yes No**

Do facilities meet fire safety requirements (sprinklers, extinguishers)?

Yes No**

Canteen

Are hot water facilities, ovens and pie warmers out of reach of children? And are safety instructions prominently displayed?

Yes No**

Change Rooms & Toilets

Are the change rooms generally clean and hygienic, and free of obstacles?

Yes No**

Are change room floors safe and slip free (remember players will be wearing boots)?

Yes No**

Are change room lights & windows shielded from impact by footballs?

Yes No**

Playing Area

Is the playing area in good condition for play and free of significant risks?

Yes No**

Is ambulance entry to the field readily accessible?

Yes No**

Do floodlights meet the Australian Standards for Sports Lighting?

Yes No**

Equipment

Are scrum machine/s and padding in good working order?

Yes No**

Are goal posts, goal post pads and flag posts in good condition?

Yes No**

Are scoreboard/s in good condition, and access point's safe for entry?

Yes No**

Are filming platform/s in good condition, and access point's safe for entry?

Yes No**

Medical

Are first aid kits appropriately stocked and maintained?

Yes No**

Are stretcher/s (preferable scoop stretcher) accessible and in good working order?

Yes No**

Are appropriate safety posters and risk management materials on display?

Yes No**

Committee

Is OH&S included as an agenda item in regular committee meetings?

Yes No**

Action Taken

If you answered no to any questions, think – how is this best treated?

Should we notify council, order new equipment, clarify our internal procedures? Rugby Risk Management is designed to assist you to make your Rugby club a safe one.

Rugby Body Representative

Name: _____ Sign: _____