

Club Facility Checklist

Club: _____

Ground: _____

Date: _____

Buildings

YES NO

- | | | |
|--|--------------------------|--------------------------|
| Are all buildings in a safe and sound condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all fire fighting appliance serviced annually (extinguishers and hoses)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are floor covering free from trip hazards (loose carpets or boards)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are gutters and down pipes in god condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there any broken windows or wall panels? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are there current Emergency Procedures displayed in the main building? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are you aware of any other factors which may be dangerous to the players? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a current Building Warrant of Fitness (where applicable)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are grandstands (where applicable) in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are kitchen or food preparation facilities (where appropriate) in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all alcoholic drinks locked away securely when not in use? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is cash removed from the premises daily? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a current liquor licence over the premises? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a strict 'No Smoking' policy in place? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all electrical circuits checked at least yearly? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is all lighting, including any floodlighting (fields and carpark) in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |

Change Rooms & Toilet Safety

- | | | |
|---|--------------------------|--------------------------|
| Are the rooms free of debris (free from glass, rubbish, etc.)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the water heating equipment in a safe condition (electric or LPG)? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are change room floor slippery when wet? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all basins, showers and taps in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all lockers (where fitted) free from falling | <input type="checkbox"/> | <input type="checkbox"/> |

Training Equipment

YES **NO**

- Is all training equipment (e.g. scrum barriers) in good condition?
- Are tackle pads free from cut hazards, loose fabric or straps?
- Is all portable equipment locked away when not in use?

Ground Facilities

- Are goal posts in good condition?
- Are all playing surfaces in good condition and fit for use?
- Are spectator areas fit for use?
- Where playground equipment and surfacing are installed does it comply?
to NZS 5828:2004
- Are car park surfaces in good condition and free from trip hazards (holes etc)?
- Are perimeter fences (where applicable) in good condition?
- Is all ground maintenance equipment in good operating condition?
- Is all hazardous equipment safely locked away when not in use?
- Is there an approved hazardous chemical store (if appropriate)?

Comments / Recommendations
