

Venue Details:		Checklist Details:	
Venue: Area: Indoors/Outdoors:		Date: Time: Checklist By:	
Playing/Training Area: (Delete as appropriate)		Equipment: (Delete as appropriate)	
Is area & surroundings free from obstacles: <b>Y/N</b> Is area fit and appropriate for activity: <b>Y/N</b> <small>(e.g. Floor, roof leaks, lighting, heating, security/welfare arrangements. If no, outline hazards, who may be at risk and action taken).</small>		Is it fit and sound for the activity: <b>Y/N</b> Is it safe and appropriate for activity: <b>Y/N</b> <small>(e.g. Equipment or obstructions left in the sporting area. If no, outline who may be at risk and action taken).</small>	
Participants: (Delete as appropriate)		Registers: (Delete as appropriate)	
Are participants appropriately dressed: <b>Y/N</b> Is the participants footwear appropriate: <b>Y/N</b> <small>(e.g. Ensure all participants are dressed appropriately for the activity and their footwear is appropriate for the playing surface. If no, outline action taken).</small>		Are registers up to date and in order: <b>Y/N</b> Are registers accessible: <b>Y/N</b> <small>(e.g. Ensure registers have medical information, contact details and information relating to health and safety and that volunteers and staff have access. If no, outline action taken).</small>	
Safety Information: (Delete as appropriate)		Emergency Points: (Delete as appropriate)	
Are emergency procedures visible: <b>Y/N</b> Are registers accessible: <b>Y/N</b> <small>(e.g. Evacuation procedures are published and posted somewhere for all to see. If no, outline action taken).</small>		Are emergency exits accessible: <b>Y/N</b> Is a working telephone accessible: <b>Y/N</b> <small>(e.g. Emergency vehicles can access facilities, and a working telephone is available with access to emergency numbers. If no, outline who may be at risk and action taken).</small>	
Any Further Information or Action Taken: (Delete as appropriate)			
Venue Representative Signature: (If Needed)		Date:	
•		•	
ECS Representative Signature:		Date:	
•		•	

