

RISK ASSESSMENT EXAMPLE



What are the hazards?	Who might be harmed and how?	Level of risk [out of 10]	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Example 1: Loose carpet in Ladies change room	Players and visitors may be injured if they trip	5	We keep heavy filing cabinet on corner of carpet to stop lifting, area well-lit and kept clean to allow use of far side.	Carpet needs to be re-laid. Will need to have new underlay and fixings to prevent happening again	Board and volunteers to manage	01/10/2018	
Example 2: Sun shade on Green 2 now has holes developing	Players and visitors not screened from damaging sun	7	Have portable umbrellas and stands in area to help	Obtain quote and funding to replace/repair damaged shade cloth	Board – Property Manager	31/1/2018	

Assessed by: _____
 Assessed by: Harry Clerks Club Secretary
 Signature: *Harry Clerks*
 Date: 15/6/2016