



## HEALTH AND SAFETY POLICY

### 1. Purpose

At Northcote Tennis, the health and safety of our players, coaches, staff, and visitors are our top priorities. This policy outlines our commitment to providing a safe environment and ensuring compliance with relevant Australian health and safety regulations.

---

### 2. Responsibilities

- **Academy Management:** Ensures all safety procedures are in place, staff are trained, and risk assessments are conducted regularly.
  - **Coaches and Staff:** Implement safety measures, monitor player wellbeing, and respond appropriately to incidents and accidents.
  - **Players and Parents:** Follow safety instructions, report hazards, and respect health and safety guidelines.
- 

### 3. Facility and Equipment Safety

- Courts, fences, and other facilities will be regularly inspected for hazards.
  - All tennis equipment (for example, nets, balls and racquets) must be in good condition and fit for use.
  - Unsafe conditions must be reported immediately to staff.
- 

### 4. Injury Prevention and First Aid

- A qualified first aid officer will be available during academy hours.
  - First aid kits will be maintained onsite.
  - Players must warm up and cool down appropriately to prevent injuries.
  - Any injuries sustained during training or matches must be reported and recorded in an **Incident and Accident Report Form**.
-

## 5. Weather Safety

- **Extreme Heat:** Sessions may be rescheduled or modified when temperatures exceed safe limits.
  - **Lightning and Storms:** Outdoor activities will be suspended if there is a risk of lightning or severe weather.
  - **Air Quality:** Training may be cancelled if air quality is unsafe due to smoke or pollution.
- 

## 6. Hygiene and Infection Control

- Players must bring their own water bottles and avoid sharing personal items.
  - Hand sanitizing stations will be available at training areas, if deemed appropriate by staff.
  - Any player feeling unwell should stay home and notify the academy.
- 

## 7. Child Safety and Supervision

- All coaches working with children must have a valid **Working with Children Check (WWCC)**.
  - Children under ten (10) must be supervised by a parent or guardian before and after lessons.
  - Bullying, harassment, or unsafe behaviour will not be tolerated.
- 

## 8. Emergency Procedures

- Coaches and staff will be trained in emergency response protocols.
  - In the event of a serious medical emergency, **000** will be called, and parents/guardians will be notified immediately.
  - Evacuation procedures will be in place and communicated to all staff.
- 

## 9. Review and Compliance

- This policy will be reviewed annually to ensure compliance with safety regulations and best practices.
  - Any safety concerns should be reported to Jason Gasper or Hannah Fox for investigation and action.
- 

By participating in activities at Northcote Tennis, all players, parents, and staff agree to comply with this Health and Safety Policy.