



VENUE:	Name of person doing check	Session & Date of check
Kings School Astroturf – Kings Road SO22 5PN	Andy Craig - Chair	M3n's 3 v Trojans 4 05/09/2026

Playing & Training area and access:-

Check that the area and surroundings are safe and free from obstacles, check floor, roof leaks, lighting, heating, security and welfare.

Access to Playing Area

Check that access to the playing area is safe and free from obstacles. Is the area fit and appropriate for access? Yes ☒ No ☐

(If no, please outline the hazard, who may be at risk and action taken, if any.)

Description of Hazard	Evaluation of Risk (high/med/low)	Action(s) to minimise Risk	Person to Advise if Risk is Outside Own Competence to Assess	Re-evaluation of Risk (high/med/low)
Normal access route open and well maintained. Entrance to pitch clear - no trip hazards	Low		Section Lead	
NB: Lower Side gates open enabling safe access as needed – particularly weekends.	Low	NB: side access gate also required to be unlocked during matches and use to facilitate ambulance access and access for disabled spectators.	Section Lead	



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Equipment

Check that it is fit and sound for activity and suitable for age group/ability. Is the equipment safe and appropriate for activity? Yes ☒ No ☐

Specifically check the following key items:-

(If no, please outline unsafe equipment, who may be at risk and action taken, if any.)

Key Item check	Checked	OK or Issue (Hazard)	If Issue raise with	Rechecked - date
Hockey Goals – Two main match day goals in good condition. New practice goals – both now complete and OK	Yes OK	OK OK		
Cage fencing safe – no breaks	OK			
Other equipment (soccer goals) off pitch area	All Clear	Needs to be checked and moved as necessary pre pitch use		
Pitch splitter partition available	Yes – flex pipe	OK		
Pitch condition & lighting (see conclusion)	Yes – pitch excellent Lighting – one pylon still intermittent fault	New pitch in excellent condition. Lighting – one new pylon flickers badly needs fixing – this issue now 3 year on	School Sports Centre 18/9/23 & * 2024 & 2026	TBC
WHC / EH safe sessions information boards displayed	Yes	New versions purchased by club to replaced Sep 2025. Damaged need replacing	VC	
Noted – defib machine now located in pitch	Yes	OK		



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Car Parks and access

Check for any concerns relating to pedestrian movement, and journey route from park to pitch, note any safety issues. Consider impact from high use or match day / tournament use with high volumes. Is the parking area safe and appropriate for activity? Yes ☒ No ☐

(If no, please outline concerns, who may be at risk and action required or taken, if any.)

Description of Hazard	Evaluation of Risk (high/med /low)	Action(s) to Minimise Risk	Person to Advise if Risk is Outside Own Competence to Assess	Re-evaluation of Risk (high/med/low)
No concerns currently	low	Future build of soccer GP4 will have new additional car park for that specific use	Section Lead	Low
			Section Lead	
			Section Lead	



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Participants:-

Check that the attendance register is up to date with medical information and contact details. Check that participants are appropriately attired for the activity.

Is/are the register(s) in order? Yes ☒ No ☐

Were participants appropriately attired & protected ? Yes ☒ No ☐ (If no, please outline current state and action taken, if any.)

Description of Hazard	Evaluation of Risk (high/med /low)	Action(s) to Minimise Risk	Person to Advise if Risk is Outside Own Competence to Assess	Re-evaluation of Risk (high/med/low)
Coaches or Captain's to check (particularly for all U18's) that players have shin pads and wear a gum shield, and all matches U18's have face masks for PC's	low	Coach, Team Manager or Captain to eye check as necessary	Section Lead	low
Attendance register is managed through Teamo	low	Coach or Team Manager to cross check and complete as necessary at session	Section Lead	low
EH guidance on recommendation of face masks	low	Club has invested in and supply one set of face masks for each team playing competitive team hockey.	Team Captain / Manager / Coach	low



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Emergency points

Check that emergency vehicles can access facilities, and that a working telephone is available with access to emergency numbers.

Are emergency access points checked and operational? Yes X No ☐

(If no, please outline the issues and action taken, if any.)

Description of Hazard	Evaluation of Risk (high/med/low)	Action(s) to Minimise Risk	Person to Advise if Risk is Outside Own Competence to Assess	Re-evaluation of Risk (high/med/low)
State emergency phone point: Sports office by pool	low	Numbers now attached to all club first aid kits along with what 3 words location & QR code	Section Lead	
Check: was working phone available? Yes	low	Sport office	Section Lead	
Ambulance access available? Yes – BUT sports office need to know to unlock access gate at top of car park	med	Ensure Coaches know to contact sports office and report all accidents and or ambulance calls – instructions included in coaches accident report form	Section Lead	low
New defib machine now fixed into astro pitch	low	enhancement	Section lead	



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Safety Information

Check that procedures are published and posted somewhere for all to see. Ensure that volunteers and staff have access to information relating to health and safety.

Are emergency procedures published and accessible to those with responsibility for sessions? Yes ☒ No ☐

(Confirm Documentation below, and or if required please outline what information is missing and action taken, if any.)

Description of Hazard	Evaluation of Risk (high/med /low)	Action(s) to Minimise Risk	Person to Advise if Risk is Outside Own Competence to Assess	Re-evaluation of Risk (high/med/low)
CONFIRM: Club has produced and issued accident and emergency guidelines (Document reference WHC-9) in both Word and PDF formats, and copies are sent to Coaches annually, and accessible for download from the club's website. All other Club documents also available from the web-site				LOW
NB: Covid guidance rules no longer apply.			Section Lead	Low
England Hockey official pitch side safety instructions (known as Luke's Posters) which are recommended for all hockey pitches have been paid for and provided by WHC on behalf of WHC and school. New replaced 6/9/25 but need replacing again – actioned.			Section Lead	low



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CONCLUSION

Other Issues

Is there a need to take any further action? (If yes, please specify.)

YES :

Pitch condition – pitch is excellent – needs clear facility instructions to ensure regular brushing / removal leaves; ensure no chewing gum or studs at any time, and footballers to only use soccer goals at any time – enforced by sports centre staff.

Lighting.

The efficient LED lighting is an excellent improvement, but noted and reported that the 2nd pylon from school on far side suffers from severely flickering lights. **Kings School need to get this fixed** – get the Contractors to come back out to fix this before guarantee expires.

Signed: 	Name : Andy Craig Chairman - WHC	Date : 6 th September 2026
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