

Bishop Monkton Table Tennis

SAFETY OF PLAYERS

This document is issued to all members to give advice on how to minimise the risk of sustaining or causing personal injury. Please read the advice carefully and be sure to follow it.

Undertaking from Village Hall

To provide a playing facility which offers the safest possible conditions to play in the following ways:

1. To ensure that the floor of the hall is reasonably clean and not slippery.
2. To remove all of the heavier (green) chairs and store them elsewhere (Store and Lounge).
3. To provide lightweight (White) folding chairs (in the Store room) for general session use.
4. To provide lighting conditions conducive to safe play.

Undertaking from Group Leaders

Leaders shall ensure the following:

1. That conditions are reasonably safe for play before the start of each session and to stop or delay play until this requirement is met.
2. That all players are wearing the correct footwear, ie trainers with non-slip soles or similar. Stop anyone from playing if they are not complying with this requirement.
3. That all incidents and any recurring safety concerns shall be communicated to the Chairman/Secretary/Treasurer or your Group Leader. The Committee will then deal with the problem at the earliest opportunity.
4. Be sure you know the whereabouts of the First Aid Kit (green box, above the sink in the Kitchen) and the Fire Extinguisher. Be aware of how to call an ambulance and be able to give the Village Hall postcode as **HG3 3QG**. Note there is no phone line or broadband in the Hall at present so a mobile will be needed – O2 networks are fine outside the building but can be intermittent inside. Vodafone is reasonable at present but EE/BT is generally very poor.
5. Know members of your group who have undergone training in the use of the Hall defibrillator (outside wall by front door). If none is present when an emergency occurs then ring 999 yourself.
6. In the event of a fire, which the swift use of a fire extinguisher does not deal with, ensure that the group quickly evacuates to the Car Park Assembly Area and then please undertake a head count. Do not re-enter the building unless you are sure that it is perfectly safe to do so.
7. Any incident is logged in the Accident Book (Green pre-printed Pad) located in the kitchen.
8. When erecting the tables, bring no more than 3 folding chairs into the hall, ensuring they are positioned so as not interfere with players/play. Augment these with extra during the mid coffee break (should the Lounge not be free) and return these extra at the end of the break.

9. Ensure that all present take additional and appropriate care when a table is used in the Lounge
10. Ensure that any safety failings or malfunctions of the Hall are recorded on the 'Faults Recording Form' in the Kitchen and are also reported back to the Chairman/Secretary/Treasurer.

Undertaking from players

You should be aware that there are risks of accidents in playing table tennis, as in any other activity sport. Please heed the following advice:

1. Always wear suitable footwear, ie trainers or similar, with non-slip soles. Do not wear sandals.
2. At the start of play warm up for a few minutes.
3. Report any concerns about the safety of the playing area (eg a slippery floor or chairs left where they could provide a hazard) to your Group Leader.
4. Heed any safety warnings from the Group Leader, and stop play if asked.
5. Never play party-type games such as running round the table and trying to keep the ball in the air.
6. Put the box containing nets, balls, etc. on the stage and ensure there are no more than 3 folding chairs brought into the hall at a session and are placed so they do not interfere with play.
7. Players sitting out should not sit behind tables in play.
8. Don't overreach when trying to return a shot. Loss of balance is dangerous.
9. Do not walk behind any table when play is in progress. You should wait until there is a break in the play. Also never 'hover' behind a table when play is in progress.
10. Take extra care taken when retrieving balls. Never wander across onto an adjoining table while play there is in progress. Wait to see if the ball is returned; if not wait for a break in play and only then retrieve it yourself.
11. Allow your partner room once you have played your shot and be alert to his/her position during play. Keep communicating!
12. If you think it would be helpful, ask for guidance from your Group Leader on how to move around the area when playing doubles so as to minimise the risk of collisions.
13. Be considerate to players less agile than you.
14. Any exercise involves risk. Please be aware of and understand your own limitations.

Our aim is to eliminate all accidents and if the above advice is followed, this objective should be achievable.

Enjoy your table tennis but keep it safe!

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