



Sport & PE Safety Checklist

Gymnastic Mats

- Check the underside of mats and top surface is clean
- Check there are no embedded objects, such as stones or pins
- Check the mats are free from holes and tears and display no rucking in the cover or foam infill

Balance Benches & Planks

- Check the construction is not warped and is free from splinters
- Check that rubber buffers on the supporting feet are secure and the bench is stable
- Check the surface is clean and smooth
- Check that fixing hooks are intact and covered with leather or plastic
- Check that rubber pads on the top surface are in place if the bench is intended for use in an inverted position

Single & Double Beams

- Check that hauling cables are free running
- Check that trackways are well maintained, enabling smooth movement of the upright
- Check that there are sufficient pins and wedges
- Check that beam surfaces are clean and smooth
- Check that beams run smoothly when lowered and raised
- Check that floor sockets are clean

Springboards

- Check the board is stable on impact
- Check the surface is non-slip and free from splinters
- Check that rubber feet are stable and are not worn through on the wood

Ropes & Suspended Apparatus

- Check that ropes are not frayed or damaged
- Check that pull-out lines are not worn, and their securing wall cleats are secure and not broken or with sharp edges
- Check that the runways operate smoothly
- Check that ropes are knot-free and the leather end caps are intact
- Check that rope ladder floor fixings are intact

Vaulting Equipment & Movement Platforms

- Check that all wooden components are splinter-free
- Check all covers - Vinyl or hide - are free from tears, clean and in the case of hide, suitably textured
- Check that construction is stable and solid with no weakness allowing dangerous movement on impact
- Check that wheeling mechanisms work efficiently



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Hinged apparatus fixed to a wall

- Check that bracing wires are taut with no visible fraying at any point
- Check that castors run smoothly
- Check that floor sockets are clean and free from obstruction
- Check that securing bolts are firmly fixed and engage properly with their floor and wall sockets wooden components are free from cracks or splinters
- Check that painted components are well maintained, with no evidence of flaking, consideration is given to replacing traditional bare metal tension clamps with padded, boxed-in versions

Outdoor socket-type goalposts

- Check that they are correctly located
- Check that they are securely cemented into the ground or wedged in to prevent unauthorised lifting out of the ground
- Check that they have protective padding in line with the governing body of sport guidelines
- Check that they are regularly checked to ensure that bolts are in place, and that metal is not corroded
- Check that they meet British and European Standards (BS EN 748 and 8462), dependent on size

Goal Netting

- Check that it is stored and carried in a way that avoids it becoming a trip hazard
- Check that it is attached and dismantled using a stepladder, and never by jumping up to the crossbar
- Check that it is attached to both top corners before hooking along the crossbar
- Check that it is well-fitting and does not extend beyond the area covered by the base of the posts
- Check that it is secured with plastic hooks or tape (metal cup hooks are banned, and should no longer be used)
- Check that it is secured firmly using metal pegs fully pushed into the ground



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Portable or free-standing goalposts (used for football or hockey)

- Check that they are obtained from a reputable manufacturer and comply with British and European Standard BS EN 8462
- Check that they have a lightweight construction and integral wheels, where appropriate, in order to limit the lifting required
- Check that they are assembled in accordance with the manufacturer's instructions
- Check that they are smooth in construction, with no sharp edges
- Check that they are equipped with an integral safe stabilising device that presents no hazard to players or spectators, or they are secured using chains or anchor weights, when in use or stored, outside or inside
- Check that the anchor systems are appropriate to the ground conditions and do not present any tripping hazard
- Check that they are regularly checked for wear and tear and, where practical, any damage made good by a suitably qualified person
- Check that they are not "home-made" or altered from their original specification – such equipment should not be used
- Check that staff and students are fully aware of the danger of serious injury or death resulting from unstable goalposts falling onto them; climbing or swinging on the uprights and crossbars should be strictly forbidden
- Check that staff or students with responsibility for moving and positioning the posts apply safe lifting and carrying techniques; use an appropriate number of people who are strong enough and trained in manual handling techniques, and pull or push the posts backwards according to the design

Unfixed posts (e.g. netball posts)

- Check that posts are slotted into holes in the ground, where this is not possible, free-standing posts need to be safely weighted
- Check that posts are padded along the entire length of the post where required by the governing body of sport, in accordance with specifications, particularly at a competitive level
- Check that posts are adjustable for different age groups, if applicable
- Check that when not in use, unfixed posts that cannot be stored inside a building are secured at all times to prevent unauthorised use
- Check that unfixed posts are carried from the work area to storage by staff or students who have been shown safe lifting techniques
- Check that students are supervised if they are moving unfixed posts



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Playing area markers

- Check that cricket stumps or sharp-ended items are not used as markers or posts – a fall onto a sharp point could cause serious injury
- Check that corner flags are flexible and sufficiently high so as not to constitute a hazard to falling players
- Check that throw-down discs and lines, cones and skittles are not used in fast-moving activities, where a fall is foreseeable
- Check that beanbags and hoops are not used as markers for indoor work if the floor surface is shiny as they can present a slipping hazard when stepped on

Athletics Equipment

- Check that items are carried correctly
- Check that all staff and students are familiar with the required procedures for carrying and retrieving discuses, shots and javelins
- Check that all staff and students are familiar with the correct use and purpose of rakes and spades in sand jumping pits hurdles are positioned correctly with stabilisers facing the approach and not the other way round
- Check that all staff and students know about the storage of equipment that is appropriate for safe retrieval (e.g. javelins should be stored horizontally on a rack or where one is not available, on the floor).