

Game Day Checklist

Date: _____

Home Team: _____ **Away Team:** _____

Ground: _____

	YES	NO
Has the ground surface been prepared correctly for cricket matches?	<input type="checkbox"/>	<input type="checkbox"/>

Field of Play

Is the surface free of debris? (free from glass, rocks, rubbish, etc)	<input type="checkbox"/>	<input type="checkbox"/>
Have weather conditions or water made the surface unsafe?	<input type="checkbox"/>	<input type="checkbox"/>
Is the surface in good condition? (grass length, free of holes)	<input type="checkbox"/>	<input type="checkbox"/>
Are sprinkler covers correctly in place?	<input type="checkbox"/>	<input type="checkbox"/>
Is the perimeter fencing safe? (signs, etc)	<input type="checkbox"/>	<input type="checkbox"/>
Are the weather conditions safe for the game to commence? (lightning etc)	<input type="checkbox"/>	<input type="checkbox"/>
Are you aware of any other factors which may be dangerous to the players?	<input type="checkbox"/>	<input type="checkbox"/>

Change Rooms & Toilet Safety

Are the rooms free of debris? (free from syringes, glass, rubbish, etc)	<input type="checkbox"/>	<input type="checkbox"/>
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Comments

Prior to the commencement of play, we, the undersigned, have undertaken the above inspection and agree that the playing environment is fit for play.

.....
Home Team Representative Name

.....
Away Team Representative Name

.....
Signature

.....
Signature

Game Day Checklist Procedures

WHAT IS THE PURPOSE OF COMPLETING CHECKLISTS?

Checklists are now part of the overall Risk Management culture of each club. They are an important part of the Australian Cricket National Club Insurance Program ("The Program") and the purpose in their completion is to ultimately reduce the risk of injury to participants, spectators, organisers and the general public. It is a condition of the Program's Liability policy that clubs, affiliations and associations support this initiative. The main aim is to create awareness of situations that may contribute to an injury and rectify them where possible.

WHO HAS TO COMPLETE THEM?

All clubs competing at the ground on game day should take part in the completion of the checklist. The form asks for a home team representative and an away team representative to sign the form once they are satisfied with the conditions.

If the association is responsible for proceedings on game day (i.e. shared common ground), then an association representative may take responsibility for the completion of the form. However, the participating clubs should still review the questions and sign the form to ensure that they are satisfied with the conditions prior to the commencement of play.

All clubs should choose a suitable person that will be responsible for this activity (and a back up if he/she is not available).

WHEN SHOULD THEY BE COMPLETED?

The checklist should be completed prior to the commencement of play of the first game on game day.

WHAT DO WE DO IF THE CONDITIONS CHANGE DURING A GAME OR DURING THE DAY?

If the conditions change during a game or at another time during the day common sense should prevail and the checklist process should be revisited. The full extent of the checklist process may not be required at this stage, however your decision to continue or postpone play due to possible danger to persons should not be swayed merely because the form was signed earlier indicating that conditions were safe to play.

In the event that the conditions do change significantly enough for this to be revisited, the situation should either be rectified (e.g. glass removed) or the competing clubs should meet to decide whether conditions are too dangerous to continue play (eg extreme storm conditions). Ultimately, the responsibility for these situations will rest with the clubs. But once again, common sense should be the over riding factor.

WILL I BE HELD RESPONSIBLE IF I SIGN THE FORM?

The intention of the checklist is not to hold club officials responsible should someone get injured. It is simply a form that facilitates a discussion between the clubs about the overall state of the playing condition. By signing the form there is a sense of formalising the process.

For those concerned with this process, we would like to assure you that insurance cover exists under the Program to protect club officials in the case of wrongful acts or errors. However, club officials still have a duty of care to provide safe conditions for participants. Cover will not exist for officials who show wilful negligence or disregard for these responsibilities.

WHAT HAPPENS TO THE CHECKLIST ONCE IT HAS BEEN COMPLETED?

The original checklist should be retained by the home club (or association if a common ground). A copy should be attached to the results for the day and sent in to the association.

HOW LONG DO WE KEEP THEM FOR?

These forms should be retained for a minimum of seven (7) years for future reference.

WHAT IF ONE CLUB DECLINES TO SIGN THE FORM?

If one club declines to sign the form due to dissatisfaction of playing conditions, the risk should be identified and rectified to a standard that provides safe conditions. Once both clubs are satisfied, the form should be able to be signed and play commenced.

If conditions prove unsatisfactory and are unable to be rectified, common sense should prevail. Play should never commence until safe conditions are available to all participants.

Additional copies are available by phoning JLT Sport on 1300 655 684.