# Training Site Safety Checklist

Accreditation standards require that all training facilities and equipment are safe with a first aid kit, athlete emergency contacts and a phone and/or transportation available in case of an emergency.

The checklist below is not intended to cover every possible situation, but acts as a guideline for areas which could constitute injury hazards.

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| Acceptable? | | |
| Yes | No | **Playing Surfaces – Indoor** |
|  |  | Irregular floor surfaces (wood separations, splinters, etc.)? |
|  |  | Surfaces clean and free of dust, gum, wet or greasy areas, loose pieces of paper, etc. |
|  |  | Electrical floor plate and outlet coverings fixed properly in position? |
|  |  | Electrical cords away from participant area and taped securely? |
|  |  | All extra equipment removed? |
|  |  | Sufficient buffer zone between spectators? |
|  |  | **Playing Surfaces – Outdoor** |
|  |  | Condition of turf (pot-holes, mud, etc.)? |
|  |  | Puddles drained off? |
|  |  | Trash, glass, sharp objects, sharp-edged rocks, etc. on the field? |
|  |  | Obvious and hidden grates well-secured? |
|  |  | Sufficient buffer zone between spectators? |
|  |  | Goal posts, goalie cages, baseball bases, etc. installed properly? |
|  |  | **Walls** |
|  |  | Hanging ropes or electrical lines? |
|  |  | Moveable equipment flush or appropriately fastened to wall? |
|  |  | Protruding handles or cranks? |
|  |  | **Lighting** |
|  |  | All areas adequately lit? |
|  |  | **Equipment** |
|  |  | Personal equipment (i.e. clothing, footwear, protective equipment) appropriate to the sport? |
|  |  | Activity equipment (i.e. sticks, balls, goals, nets, bats, poles, whistles, cones, padding and mats) can meet the demands of the sport? |
|  |  | Athletes have removed jewelry? |
|  |  | **Emergency** |
|  |  | A first aid kit is available on site? |
|  |  | A copy of athletes’ Application for Participation in Special Olympics Forms with emergency contacts, insurance and medical information is on site? |
|  |  | Telephones within easy access? |
|  |  | Vehicle within easy access? |
|  |  | Crisis Communication Section of Agency Manager Handbook? |