

IGSSA Softball Weekly Return Sheet

Venue: _____

Week: _____

Email: info@ahigs.nsw.edu.au

Mail to: LG1, 56 Delhi Rd
North Ryde NSW 2113

PLEASE EMAIL RESULTS ASAP & THEN POST THIS IN WITH THE SIGN ON SHEETS.

Diamond 1 (please circle winning team)					
Time	Grade	Team A	Score	Team B	Score
8.00 am					
9.15 am					
10.30 am					
Diamond 2 (please circle winning team)					
Time	Grade	Team A	Score	Team B	Score
8.00 am					
9.15 am					
10.30 am					
Diamond 3 (please circle winning team)					
Time	Grade	Team A	Score	Team B	Score
8.00 am					
9.15 am					
10.30 am					
Diamond 4 (please circle winning team)					
Time	Grade	Team A	Score	Team B	Score
8.00 am					
9.15 am					
10.30 am					

Comments:

Safety & Risk Assessment Inspection Checklist for AHIGS Sporting Venues

1. Name of person conducting inspection: _____

Mobile No: _____

Home No: _____

2. Date of Inspection: _____

3. Time of Inspection: _____

4. Name of Sporting Venue: _____

5. Sport being played: _____

6. Safety Audit Checklist: **Please place a tick, cross or N/A next to each item.**

Condition of Goals, Nets, Hoops etc

- All fixtures are secure and sturdy
- Are permanently fixed to ground or side of pool (e.g. netball, basketball, water polo)
- Are suitably padded e.g. netball
- Are free of any sharp obtrusions
- General condition is of a good standard
- Any nets are free of holes e.g. hockey

Condition of Playing Surface

- Is free of any potholes
- Is free of all trip and slip hazards
- Surface does not have dangerous cracks e.g. tennis /basketball courts
- Surface is not slippery
- There are no tree roots over playing surface
- There is no foreign matter on playing surface e.g. glass, sticks, rubbish
- Appropriate line markings are visible
- Surface is of a suitable standard and size for secondary students

Condition of Surrounding Fences

- All fences are secure and sturdy
- There is adequate fencing around the entire venue where appropriate
- There are no sharp or dangerous objects on or near fences
- Fences are in good condition

Toilet / Change Room Facilities, Public Pavilions and Surrounding Spectator Areas

- Facilities are suitably clean
- No dangerous items are stored in pavilions or change rooms
- All areas are free of any trip or slip hazards
- All facilities in good condition
- Any public seating is in good condition
- There are no sharp or dangerous objects
- There is no foreign matter on ground e.g. glass, sticks, rubbish

7. Please make any comments that you feel are relevant regarding the safety of your venue:

8. Describe any action taken to remove or barricade any hazardous areas: _____

9. Hazards that need urgent attention: _____

IGSSA Venue Assessment Checklist (COVID-19)

COVID-19 Additional Assessment Inspection Checklist for AHIGS Sporting Venues

1. Name of person conducting inspection: _____

Mobile No: _____

Home No: _____

2. Date of Inspection: _____

3. Time of Inspection: _____

4. Name of Sporting Venue: _____

5. Sport being played: _____

6. COVID-19 Checklist: **Please place a tick, cross or N/A next to each item.**

COVID-19 Assessment Inspection Checklist:

- Hand sanitiser is available at venue
- COVID-19 posters have been displayed (COVID-SAFE, hygiene, social distancing)
- Attendance is being recorded
- No outside participants using venue before start of match
- Protective pads have been wiped down with disinfectant wipes
- Remove or cover indoor/outdoor seating to discourage patron usage
- Provide suitable rubbish bins with regular waste disposal
- Clear signage to bathrooms to encourage hand washing
- Separate entry and exit at venue (with appropriate signage)

7. Please make any comments that you feel are relevant regarding the safety of your venue:

8. Describe any action taken to remove or barricade any hazardous areas:

Venue Convener's Declaration

This sheet must be completed, signed and returned to AHIGS each week by the venue convener.

PLEASE NOTE THAT CONVENERS WILL NOT BE PAID unless they have actioned and signed the following statement each week.

I certify that I _____ (print name) have completed the following duties for today's round of matches:

- A pre-match risk and safety audit of the venue and playing conditions has been conducted by both myself and the referees / umpires at the venue and will be returned to the AHIGS office.
- I have displayed the IGSSA Risk Warning sign in a position that is visible to all participants, and spectators and officials.
- I have confirmed that all officials have had a WWC clearance by AHIGS.
- Accident reports have been completed and returned to the AHIGS Office for all accidents that have occurred today.
- I have signed all umpires / referees cards at my venue and recorded a copy of the number of games each umpire / referee has officiated on my convener's sheet.
- The weekly summary sheets have been completed and emailed to the AHIGS office and all originals will be sent via post to the AHIGS Office ASAP.

Venue: _____

Date: _____

Signature: _____