Match Day Inspection Form

This Match Day Inspection Form is a risk management tool that should be completed at the start of the day at each venue. It is designed with amateur sports volunteers in mind to assist you to identify risks present on the day and to take steps to prevent injuries to players and harm to others at the venue, resulting in claims for negligence. This inspection form does not identify all risks. Gow-Gates and FFA suggest you use your own experience and initiative to identify additional risks that may be present.

A representative from each participating team should consider the matters presented on this form and sign it attesting to the information it contains.

This completed form should be presented to the ground manager and kept on file by the home club.

Venue:

Date:

MATCHES

1. Are there any matches to be played today which pose a greater than normal risk?	☐ Yes ☐ No
Points to consider include: Player defections, previous matches played with bad blood, local derby, close position on the ladder.	
2. Have match officials been made aware of any increased risks?	☐ Yes ☐ No ☐ N/A
Points to consider include: Matches as per Q1 and areas of the playing surface	

FIELD OF PLAY

1. Is ground marking compliant with FIFA and FFA regulations and local by-laws?	☐ Yes ☐ No
2. Is the playing field free of any debris that may cause increased risk of injury?	☐ Yes ☐ No
Points to consider include: Broken glass, sprinkler heads, sprinkler covers, tree roots, hard cricket pitches, pot holes, tent / tarpaulin pegs, cans.	
3. Is any perimeter fencing a safe distance from the field of play and / or adequately covered to prevent injury with no protruding / damaged sections?	☐ Yes ☐ No

LIGHTING

1. Do floodlights meet Australian standards for sporting grounds?	☐ Yes ☐ No

GOAL POSTS

1. Are goal posts and nets secured correctly and compliant FIFA, FFA and Local By-Laws and meet the guidelines set the ACCC (Product Safety Australia)?	☐ Yes ☐ No
If No to the above, please visit their website www.productsafety.gov.au/soccergoals	
2. Are goal posts secured by at least one anchor point of the rear ground bar?	☐ Yes ☐ No

LOCATION

1. Is a stretcher available?	☐ Yes ☐ No
2. Is there access for an ambulance to the field of play and ramp access to change rooms?	☐ Yes ☐ No
3. Are public areas and car parks free of visible risks?	☐ Yes ☐ No
Points to consider: Collapsed seats, protruding wires, broken windows, damaged steps, steps without hand rails, free of debris.	
4. Are First Aid Kits appropriately stocked / qualified personnel on hand?	☐ Yes ☐ No

CANTEEN

1. Are hot water facilities, fat fryers, ovens and pie warmers out of reach of children?	☐ Yes ☐ No
2. Are there safety instructions and warning signs of hot surfaces prominently displayed?	☐ Yes ☐ No

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CHANGE ROOMS

1. Are change room floors safe and slip free?	☐ Yes ☐ No
Points to consider: Blood spillage, sharp edges, medical supplies safely stored?	
2. Are change room lights and windows shielded from impact by footballs?	☐ Yes ☐ No
3. Are change rooms clean and hygenic?	☐ Yes ☐ No
4. Is 'Safe Football' collateral displayed and made available to match day volunteers?	☐ Yes ☐ No

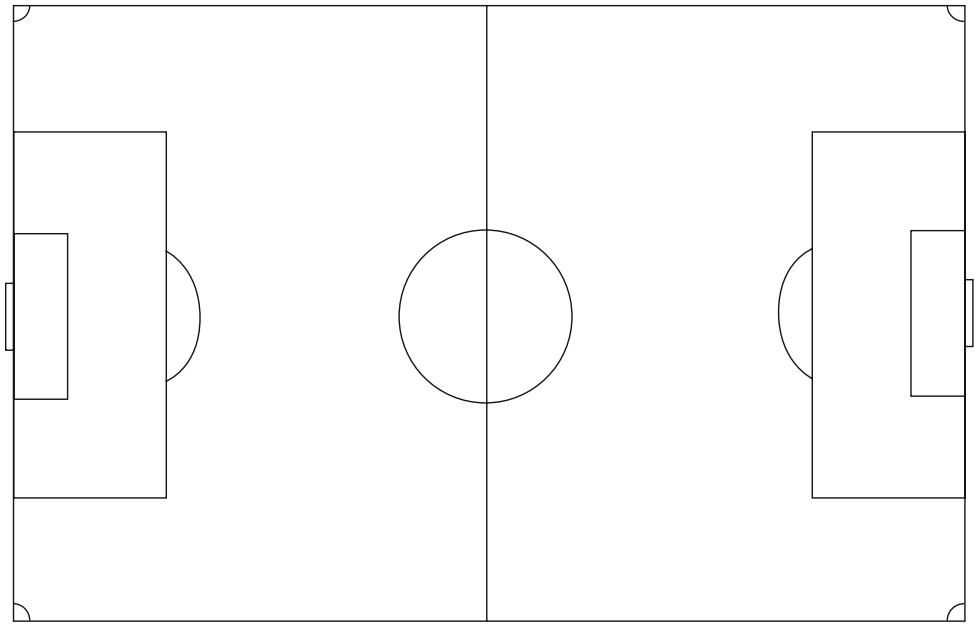
WEATHER

1. Is weather fit to commence play?	☐ Yes ☐ No
2. Is extreme weather predicted for the day which could pose a risk?	☐ Yes ☐ No
Points to consider: Heavy rain, hail, fog, lightning and heat.	

ACTION TAKEN

If any risks have been identified in completing this form please provide details below, including steps taken to reduce risks.

Please highlight on the below diagram the location of any identified risks:



SIGNED

Home Club Representative

Name:		Signature:	

Away Club Representative

Name:		Signature:	

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