



AUGUST 2019

Inspections & Checklists – Cricket Australia National Club Risk Protection Programme

Formal vs Informal

Identifying risk can be done through a formal process (such as a checklist) or an informal inspection (such as general discussion). Whichever you choose to do, JLT Sport recommends documenting your actions and keeping them on file (just in case).

Some ways to find risk within your club might include:

Common Sense	Gut feelings, life experience, general knowledge
Past experience	Previous mistakes, incidents and near misses
Historical data	Actual statistics and facts from pre-existing and current risks
Tools and aids	Game Day Checklists, assessments, and other documentation
Independent assessors	Accountants, OHS inspectors, auditors and other external viewpoints
Creative thinking	Brainstorming, crazy questions and general discussion

Game Day Checklists

JLT Sport’s Game Day Checklists are designed specifically for club volunteers. No formal training or experience is required prior to completing a Game Day Checklist.

The Game Day Checklist is simply a pre-game inspection tool that enables clubs to record safety concerns and document the club’s actions to address these concerns.

Checklist Rules

Game Day Checklists are not a requirement of JLT Sport. Rules for checklist completion are established by your State or Local Association (where applicable).

One Checklist Per Game Day

A checklist can be completed prior to the start of the first game of the day and again later on in the day if the conditions change. Only one checklist per Game Day is required.

Checklist Guidelines

JLT Sport have developed a set of Checklist Guidelines to assist any club representative who is filling out the Checklist on Game Day. These Guidelines provide details about what to look for and what to do if you find a safety concern, risk or hazard.

5 minutes

The JLT Sport Game Day Checklist takes about 5 minutes to complete and is a practical way for you to reduce your club’s exposure to foreseeable risk (such as injuries to players or legal action).

Checklist Pads

Each year, JLT Sport distributes Game Day Checklist Pads via your State and Local Associations. You can download additional checklists via JLT Sport’s web site at any time.

Legal Defence

JLT Sport’s Game Day Checklist has assisted the successful defence of legal action against sporting clubs in the Supreme Court of Tasmania (2007). Please refer to the Game Day Checklist Case Study which outlines the circumstances of a negligence claim that involved two sporting clubs and the Game Day Checklist.

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