

Checklist

Getting ready to play & injury prevention

	Yes	No
Are players free from injury or illness and are fit to participate today?	☐	☐
Are players adequately hydrated before activity begins, and have access to cool water?	☐	☐
Has a hydration station been set-up?	☐	☐
Has an appropriate warm-up has been completed before training or competition?	☐	☐
Is a concussion management policy is in place and understood by coaches and volunteers?	☐	☐
Are any players suspected of concussion removed from play and are not return without medical clearance?	☐	☐
Is a basic first aid kit is available and accessible?	☐	☐
Is there at least one responsible person present has current first aid training?	☐	☐

Environment & facility safety

	Yes	No
Are entrances and exits clear, well maintained and accessible for players, officials, spectators and emergency services?	☐	☐
Is the playing area clean and free of rubbish, debris or loose equipment?	☐	☐
Have the grounds been checked for hazards (e.g. uneven surfaces, exposed roots, damaged fencing or fixtures)?	☐	☐
Are playing surfaces safe, appropriately marked and suitable for the sport being played?	☐	☐
Has the playing surface area been well maintained to support safe participation and skill development?	☐	☐
Is the area well-lit and does it provide enough visibility?	☐	☐
Is there adequate shade (natural or built) for players, coaches and attendees?	☐	☐
Is SPF 50+ readily available for all players, coaches and attendees?	☐	☐
Are female-only change rooms available when required?	☐	☐



Checklist

Equipment

- | | Yes | No |
|--|--------------------------|--------------------------|
| Have the required equipment (e.g. goal posts, nets and fixed structures) been well maintained? | ☐ | ☐ |
| Are there regular inspections of fixed equipment (e.g. goal posts) to ensure that they are secure and safe for play? | ☐ | ☐ |
| Do all players have the correct protective equipment for their sport (e.g. mouthguards, helmets, eye protection, padding)? | ☐ | ☐ |
| Is the protective equipment appropriate for their age, size and ability of players and fits correctly? | ☐ | ☐ |
| All equipment complies with relevant Australia Standards (where applicable)? | ☐ | ☐ |
| Have you checked any equipment and ensured nothing is damaged, broken, or missing parts? | ☐ | ☐ |
| Is the equipment clean, dry and safe to use? | ☐ | ☐ |
| Are printed incident report forms available? | ☐ | ☐ |

Injury records & management

- | | Yes | No |
|--|--------------------------|--------------------------|
| Is there a clear procedure in place for managing injuries when they occur? | ☐ | ☐ |
| Are all injuries recorded as soon as possible? | ☐ | ☐ |
| Are these records stored securely and kept confidential? | ☐ | ☐ |
| Are return-to-play guidelines followed and documented? | ☐ | ☐ |
| Are first aid treatments recorded, and first aid kits replenished after every use? | ☐ | ☐ |
| Are coaches and volunteers aware of their injury reporting responsibilities? | ☐ | ☐ |
| Are serious incidents reported to the governing body or insurer as required? | ☐ | ☐ |



Checklist

Additional notes

Consider making changes to items that received a NO response. If you are still unsure, conduct a safety audit to identify the safety hazards for both you and your children.

IN AN EMERGENCY, CONTACT 000.

Further information

Australian Sports Commission

The Australian Government agency responsible for supporting and investing in sport at all levels.
www.aussport.gov.au

Connectivity

Raise awareness of concussion and traumatic brain injury (TBI) in the community.
www.connectivity.org.au

Sports Medicine Australia

Peak multidisciplinary body for sports medicine, sports science and physical activity in Australia.
www.sma.org.au

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For more information **www.kidsafewa.com.au**
kidsafe@kidsafewa.com.au
(08) 6244 4880