

EVENT SAFETY CHECKLIST

Facility	
Address	
Race Director	
Date of Inspection	
Inspector Name	

Area/Equipment	Condition		Notes/Comments
	<u>Acceptable</u>	<u>Unacceptable</u>	
Track Surface	<input type="checkbox"/>	<input type="checkbox"/>	_____
Long Jump Pits	<input type="checkbox"/>	<input type="checkbox"/>	_____
Landing Areas	<input type="checkbox"/>	<input type="checkbox"/>	_____
Discus/Shot Put Circles	<input type="checkbox"/>	<input type="checkbox"/>	_____
Runways	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sand Pits	<input type="checkbox"/>	<input type="checkbox"/>	_____
Hurdles	<input type="checkbox"/>	<input type="checkbox"/>	_____
Poles	<input type="checkbox"/>	<input type="checkbox"/>	_____
Starting Blocks	<input type="checkbox"/>	<input type="checkbox"/>	_____
Throwing Implements	<input type="checkbox"/>	<input type="checkbox"/>	_____
Spectator Barriers	<input type="checkbox"/>	<input type="checkbox"/>	_____

VOLUNTEER HUDDLE CHECKLIST

Review these items with volunteers PRIOR TO the start of the event.

Race Director: _____

AED on site Yes No Location _____

First Aid Station on site Yes No Location _____

First Responders on site Yes No Name(s) _____

Physician on site Yes No Name(s) _____

CPR Trained on site Yes No Name(s) _____

Ambulance Entrance/Exit Location: _____

Fire Alarms/Extinguishers Location: _____

Safety briefing at each event location Yes No

Communication Channels Checklist:

Communication Channels	Available	Unavailable
PA System		
Cell Phones		
Two-Way Radios		
Medical staff, first responders, and event officials have radios?		

Communications should include:

- Report: Nature of emergency
- Actions: What has been done and what needs to be done
- Safety instructions: Clear precautions (e.g., clear throw area, stop event)

- Frequency: Test radios pre-event and establish a primary channel for emergencies

THROWS-SPECIFIC SAFETY CHECKLIST

Location	
Date of Inspection	
Inspector Name	

Item	Acceptable	Unacceptable	Comments
Cage Integrity			Check netting for tears
Cage Anchoring			Verify bottom of cage is weighed down
Throwing Circle			Ensure surface is clear
Safety Barricades			Confirm barricades keep spectators 2-3 meters from cage
Bleacher Removal			Ensure bleachers are moved from thros area (if necessary)
Implement Inspection			Verify implements meet safety standards
Officials positioning			Brief officials on cage proximity
Warning Signage			Ensure signs warn of restricted areas

Pre-Event Briefing for Throws Officials:

- Review safe positioning (e.g., stay behind barricades, avoid cage proximity).

- Confirm emergency stop procedures (e.g., whistle or verbal command to halt throws).
- Distribute radios to key throws officials for immediate communication.