



DUNEDIN GYMNASTIC ACADEMY

VISITORS INDUCTION CHECKLIST

Use this form for all gym users: Gymnasts in classes, Bookings (birthdays or gym clubs for example), those performing work onsite at a DGA Venue.

Item	Notes
Location of Main Exit	
Location of all emergency exits	
Evacuation Assembly area	
Location of fire extinguishers	
Location of fire alarm pull points	
Location of first aid kit(s), torch, blankets	
Location of accident register	
Location of ice/towels for ice	
No phone onsite, you must use a cell phone to call 111	
Physical address of this venue	
Location of toilets	