

# Safe Equipment Handling

This playbook describes the process for correctly handling gymnastics and weightlifting equipment. It aims to minimize the risk of injury by outlining the necessary precautions and proper techniques for equipment use.

## Step 1: **Preparation**

Before handling any equipment, ensure you are dressed appropriately with closed-toe shoes and athletic clothing that allows for full range of motion. Remove any jewelry or loose items that might get caught on equipment.

## Step 2: **Inspection**

Conduct a thorough inspection of the equipment prior to use. Look for any signs of wear, damage, or malfunction. Report any issues to a supervisor or facility manager immediately and do not use the equipment until it has been repaired.

## Step 3: **Setup**

Properly set up the equipment according to the manufacturer's instructions. Make sure all equipment is stable and secured on a flat surface, mats are properly aligned and affixed, and any clamps or locks are tightly fastened.

## Step 4: **Technique**

Always use the correct technique when using equipment. For weightlifting, keep your back straight, lift with your legs, and do not attempt to lift more than your limit. For gymnastics, maintain proper form and only perform moves you have been trained to do.

## Step 5: **Spotting**

Utilize a spotter for any exercises or routines that have an increased risk of falls or injury. The spotter should be trained and capable of assisting or catching the performer if necessary.

## Step 6: **Hygiene**

Clean the equipment after use with appropriate hygiene products, especially if the equipment will be shared. This maintains the equipment's integrity and helps prevent the spread of germs.

## Step 7: **Storage**

After use and cleaning, store equipment properly. Place weights back on racks, mats should be rolled up or stacked neatly, and gymnastics equipment should be secured in a designated area to avoid creating hazards.

# **General Notes**

## **Supervision**

Always have a qualified individual available to supervise the use of gymnastics and weightlifting equipment, particularly when used by beginners or those who are inexperienced.

