




# THE PONY CLUB RISK ASSESSMENT

## BADMINTON INDOOR SCHOOL

Date 2022 Location Badminton Indoor School, Badminton Estate GL9 1DH

Map Reference ST804828 What3Words thickens.ignoring.contour Event: Gallops Nearest Defibrillator Luckington Community School, The Green, Chippenham, SN14 6NU RECOMMEND DIAL 999 AND ASK FOR NEAREST AED

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Access Road		PC Members. PC Officials. Parents. General Public. Animals. Property.	Refer to joining instructions	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	
Main entrance and exit Stable yard parking. Movements of horses, pedestrians and vehicles on site.	Sufficient turning space for lorries & trailers. Ground conditions Unsupervised children Dogs Equipment stored in yard Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses	PC Members. PC Officials. Parents. General Public. Animals. Property.	Entrance to stable yard for parking is a gap between buildings of sufficient width for a lorry.  Ponies should not be left tied to the outside of lorries/trailers.  Parents to be told that any children not riding must remain with their parents and not wander around the area, all buildings are out of bounds.  Any dogs must be left in the vehicles if brought to the rally.  Vehicles entering yard must drive slowly and be aware of horses/children and other vehicles on site.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	Stable yard has other lorries parked.  Entrance/exit gap cannot be closed. Loose horses unlikely to take themselves from the yard onto Badminton High Street as they would have to take two left turns to leave the estate roads.  No horses are stabled in this stable yard (only used for Horse Trials)  Some mobile cross country jumps are stored in a corner of the yard.  No movement of traffic in stable yard other than connected to the rally.  See also generic Covid-19 Risk

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Slips, trips and falls	Ground conditions  Arena surface  Unsupervised children	PC Members. PC Officials. Parents. General Public. Animals. Property.	Parents to be told that any children not riding must remain with their parents and not wander around the area, all buildings are out of bounds.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	Good ground conditions with clear access from parking to arena  Arena surface maintained by Landowner.  See also generic Covid-19 Risk Assessment
Impact and crush injuries from falls or contact with horses. Included but not limited to ridden activity, officials checks	PC Members, Coach and spectators may become injured if crush or impact occurs by being kicked, trodden on or crushed by close proximity to a horse.	PC Members. PC Officials. Parents. General Public. Animals. Property.	It is the riders/handlers responsibility to ensure their horse is under control at all times.  Spectators are allowed only in the corner with the bench while the rally is in progress.  Pedestrians stood in close proximity to horses must be responsible for their own safety and the possibility of crush from hoof to foot contact.  Pedestrians and handlers should avoid standing directly behind horses.  Any horses that are known to kick must wear a red ribbon in the tail.  All riders must wear an approved riding hat at all times when mounted in compliance with PC rules.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	See also generic Covid-19 Risk Assessment

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			<p>Congestion building up with horses around entrances to the arena must be monitored and riders/handlers will be asked to move away to create space.</p> <p>It is the parent/rider/handler responsibility to ensure all horse tack is safe, sound, secure and fits correctly.</p>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Impact or crush injury when using the arena facility and activity equipment.	Impact or fall injury due to inadequate facility or incorrect equipment used in riding activities	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Equipment checked before each group as required.</p> <p>Arena and equipment are changed and altered based on activities and rider abilities by the competent Coach.</p> <p>Surface Conditions are monitored and are safe.</p> <p>Any other requirements from the site occupier are taken into account</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	See also generic Covid-19 Risk Assessment
Impact and crush injuries from loose horses.	PC Members, Coach, members of the public and spectators may become injured if impact occurs between them and a loose horse	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>In the case of a loose horse, a warning of 'LOOSE HORSE' must be shouted and action taken immediately to prevent the horse escaping onto the road.</p> <p>When not being ridden horses/ponies will be kept in their lorry/trailer</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	See also generic Covid-19 Risk Assessment
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Instruction	Coaches Competent	PC Members. PC Officials.	All Coaches used are accredited and fully compliant on the Pony Club	HIGH <input type="checkbox"/>	See also generic Covid-19 Risk Assessment

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	<p>On PC register Helpers available</p> <p>Adequate space</p> <p>Facilities suitable for each ride's ability.</p> <p>Safeguarding.</p> <p>Injuries to young and inexperienced riders due to inability to control horse.</p> <p>PC Members and spectators may become injured if impact occurs between them and a horse or the rider falls from the horse.</p>	<p>Parents. General Public. Animals. Property.</p>	<p>database.</p> <p>Supervision as required</p> <p>Coaches briefed at time of booking as to type of instruction required, and briefed before the rally of any relevant information.</p> <p>Members grouped according to ability.</p> <p>Coaches to assess their ride ability and ensure that jumps attempted are within their capability.</p> <p>Parents/responsible adult stay for the duration of the rally.</p> <p>All droppings in school and parking area must be removed before the end of the rally.</p>	<p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input type="checkbox"/></p> <p>LOW <input checked="" type="checkbox"/></p>	
Indoor School	<p>Ground conditions</p> <p>Condition of jump stands and poles</p> <p>Supervision of members.</p> <p>Entrance into school</p>	<p>PC Members. PC Officials. Parents. General Public. Animals. Property.</p>	<p>Rally organiser to inspect school before start of rally.</p> <p>Entrance gates to school kept closed whilst rally in progress.</p> <p>Poles and jump stands checked for defects before being used. Any defective equipment to be reported to rally organiser. Defective equipment not to be used until repaired/replaced. Rally organiser to inform DC of any breakages or repairs required to equipment.</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input type="checkbox"/></p> <p>LOW <input checked="" type="checkbox"/></p>	<p>Some equipment eg poles and jump stands are stored in a corner of the arena.</p> <p>Arena surface kept in good order, harrowed when necessary.</p> <p>Horses and riders about to enter the school can easily look over the door to check that there is no one already using the school about to pass by the door and likely to be spooked by the door opening.</p>

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			Coaches to supervise all jumping. members to be told that they may only jump when under instruction.		All Jump equipment to be put away and the school cleared at the end of the rally unless otherwise instructed by the rally organiser.  See also generic Covid-19 Risk Assessment
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
First Aid and Welfare	<p>Medical cover</p> <p>Accident paperwork</p> <p>Emergency procedure agreed</p> <p>Communications</p> <p>Injury severity being increased due to slow or delayed first aid treatment</p>	<p>PC Members.</p> <p>PC Officials.</p> <p>Parents.</p> <p>General Public.</p> <p>Animals.</p> <p>Property.</p>	<p>First Aid cover adequate for whole period of the rally. Rally organiser/nominated person and coach have EFAAW qualification.</p> <p>Vehicle access to all areas.</p> <p>Mobile phone reception on site.</p> <p>Inform coaches of emergency procedure.</p> <p>If an ambulance is called the Rally Organiser/ nominated person/coach will send an adult to the road in order to direct the ambulance for access.</p> <p>Rally Organiser /nominated person will have First Aid kit, mobile telephone and Incident log and Accident Report forms on site for the duration of the Rally.</p> <p>Site location identified by Grid Reference and What3Words.</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	<p>See also generic Covid-19 Risk Assessment</p> <p>Alternative mobile phone on different network in case of no coverage (this can be someone attending the rally. Once the organiser is on site, they should check they have service coverage and if not they need to find another adult that does)</p>
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Lost person	Losing someone on site and delayed medical care due to unknown location	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Team Managers, parents and organisers will have contact information for all in their party.</p> <p>Site will be locked down and no entry/ exit will be allowed until search has been carried out. Activity will be suspended during search. Search to be carried out by PC Officials</p> <p>Once lost person is found event activity can resume</p> <p>In event lost person is not found, additional steps to involve emergency services and notify PC trustees/ management will be taken</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	See also generic Covid-19 Risk Assessment
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Adverse weather	Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Visibility during an event may be impacted, guidance on what to do in these circumstances given in briefing</p> <p>Hot temperatures could impact on the rider and equines welfare and health, parent/ guardian can ensure water available.</p> <p>Cold, wet, windy and rain/ snowy days can impact visibility, result in hypothermia.</p> <p>To mitigate riders advised of appropriate clothing for rider and</p>	<p>HIGH <input type="checkbox"/></p> <p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	See also generic Covid-19 Risk Assessment

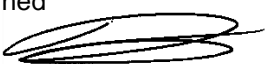
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			equine alike,  Event may cancel due to weather conditions, if deemed unsafe to continue by organiser.		
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Rights, wellbeing and mental/physical health	Harm to an individual's rights, wellbeing and mental/physical health	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>The organisation has members of staff to support with safeguarding of all involved at our activities.</p> <p>The Pony Club Safeguarding policy outlines the processes which should be adhered to (<u>full details</u>).</p> <p>Those who regularly come in to contact with members, e.g Coaches and officials or those in a position of responsibility, must meet compliance checks. This is termed as regulated activity/ work and is covered in the <u>Safer Recruitment Policies</u>.</p> <p>Coaches level of supervision is determined by their qualifications (<u>full details</u>).</p> <p>Camps, Competitions, Residentials and excursions are carried out in line with <u>guidance</u>, including provision of supervision and ratios of staffing.</p> <p>Members, parents, guardians, volunteers and officials adhere to the respective <u>Code of Conduct</u> and steps are taken should this not be followed.</p> <p>All measures identified in the <u>Health and Safety Rule book</u> are adhered to, including first aid and accident reporting.</p>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	See also generic Covid-19 Risk Assessment Current DBS, current CPD, current equine first aid
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			<p>Members medical needs are identified through medical consent form and steps agreed with the parent/ guardian and nominated official to administer and store medication including record keeping.</p> <p>The organisations <u>Drugs and Alcohol Policy</u> is adhered to.</p>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Fire	Vehicles	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>In case of fire, Rally Organiser/ nominated person/coach to call emergency services and ensure all adults and children remain at a safe distance until the fire is put out or under control and it is safe to return.</p> <p>Rally organiser/nominated person/coach to send an adult to the road in order to direct the emergency services for access.</p>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	See also generic Covid-19 Risk Assessment See note re mobile phone

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