




**THE PONY CLUB
RISK ASSESSMENT
SLIP COLLECTORS – BADMINTON HORSE TRIALS 11TH MAY 2024**


This risk assessment covers the Pony Club members who assist with the running of the Badminton Horse Trials by collecting the jump judges slips and taking them to the scorers.

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Selection	Inappropriate ponies Riders with inadequate skills	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	Selection based upon known ponies and riders. Riders must be school Year 9 or above.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	References as to suitability to be taken from Pony Club DC's and coaches.
Preparation	Unfit ponies Unfit riders Poor tack Poor rider turnout	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property	All riders and parents must attend Health & Safety briefing held the Sunday before the event. Copy of the briefing notes attached After Health & Safety briefing all riders and parents walk their group of fences to familiarise themselves with area they will be covering.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	
Arrival on the day Parking Unloading ponies Departure	Safe area Horse walks to XC course Pedestrians PC Meeting area	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	All slip collectors to arrive at designated time and park together at The Slaits. All slip collectors accompanied by Mounted Steward from The Slaits to the Pony Club Meeting Point using the roped horse walks. All riders and ponies inspected in the Pony Club Meeting Point by Pony Club	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	

Date Assessed	17/03/2024	Date Reviewed	
By (Print Name)		By (Print Name)	Signed
NICKY DAVIS			




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			<p>Officials to ensure correctly dressed and turned out, and with all necessary equipment for the day.</p> <p>At the end of the day, once last slips have been handed to scorers, all slip collectors to be accompanied back to The Slaits by their parents.</p>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Instructions Procedure	Riders lost Impeding competitors	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	Procedure agreed between Pony Club Slip Collector Organiser, XC Steward and fence judges	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	
Slip Collecting	Crowds including pushchairs Dogs including on a lead Tiredness Lake fence area	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	<p>Procedure for slip collecting agreed beforehand, detail at each fence agreed with fence judges.</p> <p>Riders in pairs for each group of fences that they are slip collecting for.</p> <p>Selection of riders for each group of fences based on experience and calmness (some areas have less crowds)</p> <p>Parents of riders based at Lake fence area must be available all day to collect slips from fence judges and hand to riders. Parents to wear hi vis tabard provided by Badminton Horse Trials</p>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	<p>Pairs to be made up of at least one rider that has slip collected before wherever possible.</p> <p>Riders at Lake fence area cannot get close enough to fence judges to collect slips without parents assistance due to the crowds. Riders cannot go on the actual course and must stay behind the ropes.</p> <p>All riders to wear suitable bag/satchel to put slips in. To be worn across the body.</p>
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Safeguarding	Inappropriate contact	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	Pony Club Officials/volunteers DBS checked and attended a Pony Club approved safeguarding course. No other person alone with the riders (event is very public).	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	
Welfare First Aid Veterinary	Falls Pony injury Dehydration Cold	PC Members. PC Officials. Badminton Officials. General Public. Animals. Property.	<p>Course divided into 3 sections – each section manned by Pony Club Official with a base area for riders and ponies to rest and have refreshments.</p> <p>All riders to return to their section bases at intervals to rest and refresh themselves and their ponies. Water and food available for both riders and ponies.</p> <p>All riders to carry a fully charged mobile phone to be used in an emergency only.</p> <p>All parents of slip collectors to carry a fully charged mobile phone. Pony Club Slip Collector Organiser to have a list of all mobile phone numbers of parents and riders.</p> <p>All riders waterproof clothing and other</p>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input checked="" type="checkbox"/>	<p>First Aid and Veterinary care available on course and First Aid in public areas.</p> <p>Toilets close to each of the three course section bases.</p> <p>In hot weather riders to remove their jackets. All to be wearing long sleeved white shirts and Pony Club ties as per Health & Safety briefing.</p>
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			requirements from the Health & Safety briefing to be taken to their course section base by parents.		
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