

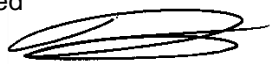
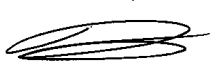


THE PONY CLUB RISK ASSESSMENT SHEPHERDS CLOSE FARM

Date _____ Location ___ **Shepherds Close Farm, Bowdown Road, Westonbirt, Tetbury GL8 8UD** _____

Map Reference___ **ST843921** What3Words_ **overdrive.mice.ambushed** Event: **Gallops** Nearest Defibrillator **Luckington Community School, The Green, Chippenham, SN14 6NURECOMMEND DIAL 999 AND ASK FOR NEAREST AED**

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Access Road	Unclassified road – Bowdown Road	PC Members. PC Officials. Parents. General Public. Animals. Property		HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	Whilst a minor road, Bowdown Road is used by fast moving traffic.
Main Entrance & Exit	Finding location of rally Sufficient turning space for lorries & trailers to prevent restricting access road Ground conditions	PC Members. PC Officials. Parents. General Public. Animals. Property.	Directions including postcode, and detailed maps of location and exactly where to go once turning off the road into the farmyard, sent to members before rally. Parking will be in the field with direct access to the arena. There is some hard standing within the field. Lorries to be advised of danger to overhanging shed roof when accessing 2nd yard on the way to the field/arena In wet weather parking will be in the farm yard. Rally organiser will advise where parking is to be	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	

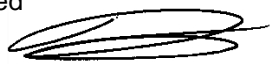
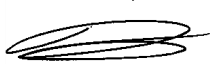
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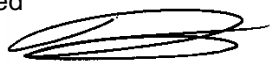
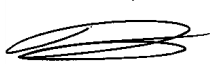
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Movements of horses, pedestrians and vehicles on site.	Vehicles on site Unsupervised children Pedestrians and spectators Horses/ponies Dogs Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses	PC Members. PC Officials. Parents. General Public. Animals. Property.	Gate from farm yard into the field for parking must be kept closed. All cars, lorries and trailers to park as directed by rally organiser. When parking in farm yard, ponies must be led by an adult to the arena BEFORE being mounted. Parents told that any children not riding MUST remain with their parents and not wander around the area. All buildings out of bounds. No horse/pony may be tied to the outside of a lorry/trailer during the rally. ALL droppings etc to be removed from parking area and arena etc. Any dogs must be left in the vehicles if brought to the rally. Vehicles entering the yard must drive slowly and be aware of horses/children and other vehicles on site. Rally organiser to advise attendees that there are cattle in the surrounding fields.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	This is working farm yard with cattle and farm traffic.
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS

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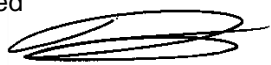
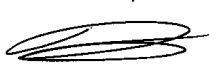
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<p>Slips, Trips & Falls</p>	<p>Ground conditions Unsupervised children Farm yard</p>	<p>PC Members. PC Officials. Parents. General Public. Animals. Property.</p>	<p>Good ground conditions with clear access from parking field to arena.</p> <p>When parking in farm yard, ponies must be led by an adult to the arena BEFORE being mounted.</p> <p>Parents told that any children not riding MUST remain with their parents and not wander around the area.</p> <p>All farm buildings are out of bounds and must not be entered.</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>Any equipment in arena not in use is stored tidily in corners.</p>
<p>Impact and crush injuries from falls or contact with horses. Included but not limited to ridden activity, officials checks</p>	<p>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.</p>	<p>PC Members. PC Officials. Parents. General Public. Animals. Property.</p>	<p>It is the riders/handlers responsibility to ensure their horse is under control at all times.</p> <p>Spectators are allowed only in the corner with the bench while the rally is in progress.</p> <p>Pedestrians stood in close proximity to horses must be responsible for their own safety and the possibility of crush from hoof to foot contact.</p> <p>Pedestrians and handlers should avoid standing directly behind horses.</p> <p>Any horses that are known to kick must wear a red ribbon in the tail.</p> <p>All riders must wear an approved riding hat at all times when mounted in</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>	

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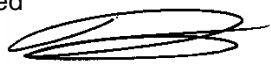
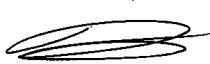
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			<p>compliance with PC rules.</p> <p style="background-color: yellow;">Congestion building up with horses around entrances to the arena must be monitored and riders/handlers will be asked to move away to create space.</p> <p>It is the parent/rider/handler 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>					
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>					
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS				
Arena	Equipment Stored in arena	PC Members. PC Officials.	Rally organiser to inspect arena and all equipment to be used before the start	<p>HIGH <input type="checkbox"/></p>	Arena surface kept in good order, harrowed when necessary.				
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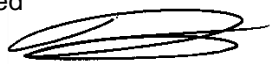
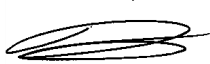
	<p>Entrance/Exit doors.</p> <p>Arena Surface</p> <p>Electric fencing to prevent cattle getting too close to rub on arena fencing</p>	<p>Parents. General Public. Animals. Property.</p>	<p>of the rally.</p> <p>Any equipment broken, whether during the rally or previously must be removed and not used until repaired or replaced.</p> <p>Entrance gate to be kept closed during the rally.</p> <p>All jumps/equipment etc to be left as found at start of rally unless otherwise advised by the Coach.</p> <p>All rally attendees to be warned by rally organiser of electric fencing on outside of arena. This is not removeable as it is for the cattle in the surrounding field.</p>	<p>SIGNIFICANT <input type="checkbox"/></p> <p>ACCEPTABLE <input checked="" type="checkbox"/></p> <p>LOW <input type="checkbox"/></p>	<p>Metal jump cups must not be used at rallies. The jump cups are mainly plastic Jump4Joy cups</p>
<p>Instruction</p>	<p>Coaches Competent 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</p>	<p>PC Members. PC Officials. Parents. General Public. Animals. Property.</p>	<p>All Coaches used are accredited and fully compliant on the Pony Club 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>Assistance for younger/novice riders if needed</p> <p>Coaches to assess their ride ability and ensure that anything attempted is within</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>	

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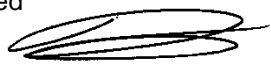
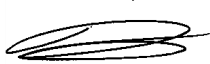
	occurs between them and a horse or the rider falls from the horse.		<p>their capability.</p> <p>Parents/responsible adult stay for the duration of the rally.</p> <p>All droppings in school and parking area must be removed before the end of the rally</p>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	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>Pole work only carried out, no jumping.</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>
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS

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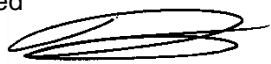
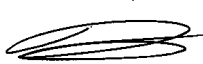
Lost person	Losing someone on site and delayed medical care due to unknown location	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Team Managers, parents and organisers will have contact information for all in their party.</p> <p>Site will be locked down and no entry/ exit will 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>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	
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 equine alike,</p>	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	

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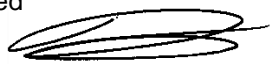
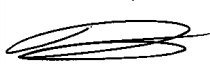
			Event may cancel due to weather conditions, if deemed unsafe to continue by organiser.		
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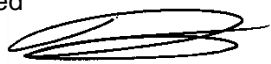
Rights, well-being and mental/physical health	Harm to an individual's rights, wellbeing and mental/ physical being	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>The organisation has members of staff to support with safeguarding of all involved at our activities.</p> <p>The 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"/>	
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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 will 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 type="checkbox"/> LOW <input checked="" type="checkbox"/>	see note re mobile phone

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