




THE PONY CLUB RISK ASSESSMENT - RALLIES

Date _____ Location Burden Court Farm, Tresham, GL12 7RW _____ Map _____

Reference ST797908 _____ What3words ballots.widely.fallen

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Access Road	Unclassified access road, single track with passing places.	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"/>	
Main Entrance & Exit	Easy to find Sufficient turning space for lorries & trailers to prevent restricting access road Ground conditions Clear view from both ways Alternative road gates	PC Members. PC Officials. Parents. General Public. Animals. Property.	Directions sent to members by rally organiser to include postcode and whether parking in either farm yard or one of the fields according to ground conditions. All gates onto road MUST BE closed during rally.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	Generally good ground conditions throughout the year. Wide turning area into Farm yard and double gates into field at two points from road.


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By (Print Name)	Signed	By (Print Name)	Signed 

Revision No 2
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April, 2014



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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Movements of horses, pedestrians and vehicles on site.	<p>Safe vehicle routes</p> <p>Safe pedestrian routes</p> <p>Safe horse/pony routes</p> <p>Safe spectator car parking</p> <p>Safe horse transport parking</p> <p>Horse areas fenced & gated</p> <p>Dogs</p> <p>Unsupervised children</p>	<p>PC Members.</p> <p>PC Officials.</p> <p>Parents.</p> <p>General Public.</p> <p>Animals.</p> <p>Property.</p>	<p>All cars, lorries and trailers to park in either farm yard when wet or in field, away from riding area. Rally organiser to advise members.</p> <p>All gates into and between fields to be kept closed during rally.</p> <p>Parents told that any children not riding must remain with their parents and not wander around the area. In particular around the XC jumps and wooded areas.</p> <p>No dogs.</p> <p>Parents/Carers to stay at a distance from members riding so as not to be in the way or interfere with instruction.</p> <p>Children must not play on or climb onto cross country fences.</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>	
Slips, Trips & Falls	<p>Rough Ground</p> <p>Children climbing on fences</p> <p>Impact and crush injuries from falls or by being kicked, trodden on or crushed by close proximity to a horse.</p> <p>Impact or fall injury due to inadequate facility or incorrect</p>	<p>PC Members.</p> <p>PC Officials.</p> <p>Parents.</p> <p>General Public.</p> <p>Animals.</p> <p>Property.</p>	<p>Parents told that any children not riding must remain with their parents and not wander around the area. In particular around the XC jumps and wooded areas.</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>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>Good ground conditions.</p> <p>It is the parent/rider/handler responsibility to ensure all horse tack is safe, sound, secure and fits correctly.</p> <p>It is the riders/parent/handlers responsibility to ensure their horse is under control at all times.</p>

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	<p>equipment used in riding activities.</p> <p>Impact and crush injuries from loose horses.</p> <p>Injuries to young and inexperienced riders due to inability to control horse.</p> <p>Impact or impalement injuries from contact with, fencing, stakes and roping eg tripping or not seeing roping</p>		<p>Pedestrians and handlers should avoid standing directly behind horses. 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 compliance with PC rules. Body protectors are recommended when show jumping.</p> <p>Congestion building up with horses must be monitored and riders/handlers will be asked to move away to create space.</p> <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>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Instruction	<p>Instructors Competent On PC register Helpers available</p> <p>Adequate space</p> <p>Facilities suitable for each ride's ability.</p> <p>Safeguarding.</p>	<p>PC Members. PC Officials. Parents. General Public. Animals. Property.</p>	<p>All Coaches used 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>Coaches to assess their ride ability and ensure that jumps attempted are within</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>Parents/carers can accompany the members around the xc course but at a distance so that they are visible but will not interfere with the rally</p>

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			<p>their capability.</p> <p>Members left at rally only by prior agreement with the Rally Organiser with details of Responsible Person for the duration of the rally, contact details for parent/person collecting and time of collection.</p> <p>Coaches to be briefed to inspect all xc fences before allowing the children to jump them.</p>		
HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Grass dressage arena	Riders and trainers in same area. Ground conditions	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Grass Arenas set out with adequate space both in the riding area and between arenas.</p> <p>Riding arenas to be sited away from the road due to the general traffic including cyclists and tractors/farm vehicles that use the road.</p> <p>Coaches to assess ground conditions and In adverse weather to check at intervals to ensure going does not become unsafe.</p> <p>Dressage markers and borders moved to fresh ground as necessary.</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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Grass show jumping arena	Ground conditions Condition of jumps Supervision of members	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>Area checked thoroughly when course built and on day of rally.</p> <p>Jumps checked for defects when course built and by coach before rally starts. Defective equipment removed and/or replaced as necessary.</p> <p>Coaches supervise all jumping, members to be told that they may only jump when under instruction.</p> <p>Coaches to assess their ride ability and ensure that jumps attempted are within their capability.</p> <p>All poles to be left on stands at the end of rally.</p> <p>Jump cups not to be left on ground. All jump cups provided as correct for type of fence as per PC rules.</p> <p>Damaged poles and wings replaced before next rider.</p> <p>In adverse weather, ground conditions checked at intervals to ensure going does not become unsafe.</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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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
XC fences – portable and permanent	Ground conditions Condition of jumps Supervision of members	PC Members. PC Officials. Parents. General Public. Animals. Property.	<p>XC jumps have been checked by branch H&S officer before they are jumped when they are first put out. Thereafter the rally organiser or coach must check them before they are jumped at each rally.</p> <p>Portable XC fences built by experienced course builder and fixed as per Pony Club and BE guidelines.</p> <p>Jumps checked for defects when course built and by coaches before rally starts. Any defective jumps to be reported to Landowner if permanent, and rally organiser for immediate action. Defective jumps not to be used until repaired/replaced.</p> <p>Children to wait for coach before warming up at start of rally.</p> <p>Coaches supervise all jumping, members to be told that they may only jump when under instruction.</p> <p>Coaches to assess their ride ability and ensure that jumps attempted are within their capability.</p> <p>In adverse weather, ground conditions checked at intervals to ensure going does not become unsafe.</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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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
First Aid & Welfare	<p>Medical cover</p> <p>Accident paperwork</p> <p>Emergency procedure agreed</p> <p>Communications</p> <p>Adverse weather – hot weather resulting in heat stroke/exhaustion</p> <p>Equine bio-security – horses arriving unwell or becoming unwell during rally.</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 together with post code, what3words and grid reference details</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>Sessions may be cut short due to excessive heat if the Coach feels this is necessary.</p> <p>Parents reminded to bring PLENTY of water for both horses and members.</p> <p>All horses and ponies in attendance will meet the vaccination requirements of the Pony Club as per its current rules</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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Fire	Permanent Buildings Vehicles	PC Members. PC Officials. Parents. General Public. Animals. Property	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.	HIGH <input type="checkbox"/> SIGNIFICANT <input type="checkbox"/> ACCEPTABLE <input checked="" type="checkbox"/> LOW <input type="checkbox"/>	No access necessary to farm buildings.

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