

	Sport /Activity	Pony Club Hunter Trial	Date of Event	1 st October 2022
	Event	Hunter Trial	OS Grid Ref	SO 79196 31998
	Location	Gadbury, Eldersfield, GL19 4PP	What3Words	fizzy.expired.alleyway

Hazard	Who might be injured?	Risk Controls (already in place)	Further Action Required	Allocated Person / Date	Completion Date and Initial
<i>What is the injury? How can the injury occur?</i>	<i>E.g. people (members, volunteers, spectators, etc), animals, vehicles.</i>	<i>What is currently being done to prevent the injury occurring?</i>	<i>What more needs to be done?</i>	<i>Who is responsible for completing the action? What is the planned time frame for this?</i>	<i>Initial and date when action is completed</i>
Event layout: <i>Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses</i>	Riders, PC Members and spectators may become injured if impact occurs between vehicles, pedestrians and competitors. Vehicles could be moving too quickly or may not see the pedestrians. Impact could also occur between horses and vehicles	<ul style="list-style-type: none"> • Vehicle free area for pedestrians. • Wide horse access route from lorry parking to xc warm-up area and xc course. • No-go vehicle areas and no-go horse areas set up. • Planned Horse Walks • Horse transport (lorries/trailers) parked separately to cars. • Adequate signposting/warnings on approach road. • One way system? • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the risks. 	<p>During the event, ensure controls and compliance are monitored by PC appointed person. Local risk controls by site occupier to be enforced.</p> <p>Signs to be produced and put up to show access routes and no horse/pedestrian areas. Tarpaulin to be put in a clearly labelled box in green secretaries hut ready for use in the event of a horse fatality.</p>	Sophie Jones	On the day of the event.

<p>Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia, wet weather</p>	<p>Riders, PC Members, Equine and parent/ guardian or Official Spectators/ Competitors</p>	<ul style="list-style-type: none"> • Visibility during an event may be impacted, guidance on what to do in these circumstances given in briefing. • Hot temperatures could impact on the rider and equines welfare and health, parent/ guardian can ensure water available. • Cold, wet, windy and rain/ snowy days can impact visibility, result in hypothermia and increased risk of slipping. • To mitigate riders advised of appropriate clothing for rider and equine alike, provided with warm drinks provided at intervals and monitored throughout event. Additional clothing/ dry clothing may be provided as necessary for rider or equine provided by parents/ guardians/ • Event may cancel due to weather conditions, if deemed unsafe to continue by organiser. • Ground inspections take place before and during the event 	<p>During the event, ensure controls and compliance are monitored.</p>	<p>Sophie Jones</p>	<p>At set up of the event On the day of the event.</p>
<p>Slip or trip hazards from ground conditions or in officials' area</p>	<p>Riders, PC Members and spectators may be injured from slip or trip injuries while on site. Other competitors/helper/officials</p>	<ul style="list-style-type: none"> • Ground conditions and any significant slip or trip hazards have been identified and removed or segregated. • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the risks. • Any rabbit holes/divets in ground on the xc course/warm-up area to be filled in prior to the event. 	<p>During the event, ensure controls and compliance are monitored. Have a bucket of sand/gravel available to be used to fill in holes.</p>	<p>Sophie Jones</p>	<p>At set up of the event On the day of the event.</p>
<p>Crush or impact from use of mobile machinery.</p>	<p>Riders, PC Members and spectators may be injured from contact with mobile machinery such as tractors. Horses may also</p>	<ul style="list-style-type: none"> • Machinery must not be operated in close proximity to children and horses during the event. 	<p>During the event, ensure controls and compliance are monitored.</p>	<p>Sophie Jones</p>	<p>On the day of the event.</p>

	be injured depending on where the machinery was being operated. Officials/parents	<ul style="list-style-type: none"> • Machinery must only be operated by Competent operators. • All machinery must be operated in a clear working area. • The control team will state when safe to use the machinery during an event. 			
Injury severity being increased due to slow or delayed first aid treatment.	Riders, PC Members, spectators and the general public may have the severity of any injuries received increased by slow or delayed first aid provision.	<ul style="list-style-type: none"> • Competent qualified first aiders will be present on the day of the event. • The first aiders will have adequate amounts of the correct type of first aid provision. • Suitable medical helicopter landing areas are available. • Site location identified by Grid Reference and What3Words. • Mobile phone signal or land line available. • The horse ambulance, the vet and human ambulance to be provided with the maps and plans and all details should be given to the control team. 	Helicopter landing area, grid reference, what 3 words and important numbers list all issued to the emergency team. NB All numbers (vet, farrier, etc.) should be displayed in Secretary's tent.	Sophie Jones	At set up of event and on the day of the event.
Losing someone on site	Officials, competitors, visitors and general public	<ul style="list-style-type: none"> • Team Managers, parent/ guardians will have contact information for all in their party • Site will be locked down and no entry/ exit will be allowed until search has been carried out. Search to be carried out by PC Officials • Once lost person is found event activity can resume • In event lost person is not found, additional steps to involve emergency services and notify PC trustees/ management will be taken • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the protocol. 	During the event, ensure controls and compliance are monitored	Sophie Jones	On the day of event

<p>Equine: bio security: horses could become ill whilst at the event and need medical care</p>	<p>Horses and ponies</p>	<ul style="list-style-type: none"> • All horses and ponies in attendance will meet the vaccination requirements of the Pony Club as per its current rules. • A holding area if one is not vaccinated and needs to be isolated • A vet will be on call out of hours for those remaining on site and able to support should the need arise • Equines will be vetted out of the event if they are unwell and there is a health concern. This will need a vet sign off. • Relevant veterinary advice will be sought based on the situation and need to ensure welfare of the equines at the event. • Bio security will be in accordance with the current vaccination policy and in line with the Health and safety rule book. 	<p>During the event, ensure controls and compliance are monitored</p> <p>Spot checks for equine passports to check vaccinations to be completed on the day by stewards.</p>	<p>Sophie Jones</p>	<p>On the day of event</p>
<p>Impact and crush injuries from falls or contact with horses.</p>	<p>PC Members and spectators may become injured if crush or impact occurs by being kicked, trodden on or crushed by close proximity to a horse.</p>	<ul style="list-style-type: none"> • It is the riders/handlers responsibility to ensure their horse is under control at all times. • Horse walk signage to be displayed and pedestrian walk ways signage displayed. • 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. • Congestion building up with horses around entrances to the arena must be 	<p>During the event, ensure controls and compliance are monitored.</p> <p>All relevant organisers to be provided with the accident reporting and serious incident flow chart from the red H and S book.</p>	<p>Sophie Jones</p>	<p>On the day of the event.</p>

		<p>monitored and riders/handlers will be asked to move away to create space.</p> <ul style="list-style-type: none"> • It is the parent/rider/handler responsibility to ensure all horse tack is safe, sound, secure and fits correctly. • Steps from the health and safety rule book will be followed in the provision of first aid, including but not limited to concussion. 			
Impact and crush injuries from loose horses.	PC Members, members of the public and spectators may become injured if impact occurs and horses between them and a loose horse	<ul style="list-style-type: none"> • 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. • All exterior gates must be manned and kept closed at all times • Where possible physical barriers or gates must be in place to prevent loose horses reaching a public road. • When not being ridden horses will be kept in a secure pen or tied to a fixed point • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the risks. 	<p>All attendees must be aware to attempt to prevent a loose horse reaching the road if a shout of 'LOOSE HORSE' is heard.</p> <p>If possible ensure access gate is closed during riding activities.</p> <p>During the event, ensure controls and compliance are monitored.</p> <p>Tarpaulin to be put in a clearly labelled box in green secretaries hut ready for use in the event of a horse fatality.</p>	Sophie Jones	On the day of the event.
Official or emergency vehicles in pedestrian areas: <i>Impact with pedestrians and horses</i>	PC Members and spectators may become harmed if official emergency vehicles are travelling too quickly, they may collide with pedestrians and injure them.	<ul style="list-style-type: none"> • Limit number of vehicles, designated routes, designated pedestrian and horse movement areas. • Emergency vehicles attending must be shown the correct access route and warned of the number of pedestrians on site. 	<p>During the event, ensure controls and compliance are monitored.</p> <p>Ensure that there is clear signage for pedestrian only areas.</p>	Sophie Jones	On the day of the event.

		<ul style="list-style-type: none"> • Issue all the emergency service with a course map and a plan of the facilities e.g stabling, access points, and vehicular access points. • Issue flags to all official vehicles and impose strict speed limit except for emergency • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the risks. • Ensure that there is clear signage for pedestrian only areas. 	Tarpaulin to be put in a clearly labelled box in green secretaries hut ready for use in the event of a horse fatality.		
Impact or impalement injuries from contact with, fencing, stakes and roping: can become injured by contact with, fencing, stakes and roping by getting too close to them or tripping over them. The general public may become injured by roping if they don't see it and trip over it.	PC Members, spectators, the general public and horses	<ul style="list-style-type: none"> • All ring fence posts are to be an approved type with a large enough diameter to prevent impalement if a rider falls onto the post. • Unprotected metal posts are not to be used. • Rope is to be high contrast in colour to provide a good contrast against the background to make it visible. • Fence posts to be secured adequately. 	<p>During the event, ensure controls and compliance are monitored.</p> <p>Tarpaulin to be put in a clearly labelled box in green secretaries hut ready for use in the event of a horse fatality.</p>	Sophie Jones	<p>At set up of the event</p> <p>On the day of the event.</p>
Warm up arena: injury as a result of collision	PC members and officials	<ul style="list-style-type: none"> • The number of persons riding in a warmup arena is limited to 10 to ensure that it is not over crowded • Riders are to follow the rules of the school, for example passing left hand to left hand and the slower pace moving to the inside track. • Warm up fences are marked with red and white flags to identify the direction they are to be jumped in • Practice Fences must not exceed the height of the class plus 10cm 	During the event, ensure controls and compliance are monitored.	Sophie Jones	On the day of the event.

		<ul style="list-style-type: none"> • The number of people in the warmup arena to help and assist with rebuilding/ adjusting the fences is limited at any time. • The surface and equipment are checked by the event organiser prior to use each day and ground attended as needed. 			
Stewarding/ Officials: tack checking and manning entrances/ exits	PC Officials	<ul style="list-style-type: none"> • Nominated officials will be visible by tabard or Hi visibility clothing • They will have regular contact with the organiser and arena judge by either mobile phone or radio should an incident occur • Designated areas will be provided for them so they are able to shelter from elements • Regular check ins are provided to ensure wellbeing. • Tack and dress guidance from the Eventing Rulebook and Eventing Organisers Handbook will be followed – stewards to check this on entry to the warmup arena. 	<p>During the event, ensure controls and compliance are monitored.</p> <p>Tack and dress guidance to be given to stewards at event morning briefing.</p>	Sophie Jones	On the day of the event.
Arena party: injury from heavy lifting and safety around horses	PC officials	<ul style="list-style-type: none"> • Appropriate training to lift and move heavy items is provided to those who may carry out the task • Correct lifting procedures are followed at all times • Larger and heavy items are moved by appropriate machinery • A safe position to be identified within or just outside the arena for the arena party to sit when not actually engaged in work • Guidance to be given to arena party by course designer or PC official on safely 	<p>During the event, ensure controls and compliance are monitored.</p>	Sophie Jones	On the day of the event.

		<p>moving around the arena while the competition is in progress</p> <ul style="list-style-type: none"> • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed on the risks. 			
<p>Course: poor course design and inadequate equipment may result in injuries being sustained</p>	<p>Horses, ponies, members and officials</p>	<ul style="list-style-type: none"> • Red and white flags are used to identify the direction the practice fences are jumped • The equipment used to create fences for the competition or training is checked for suitability and safety and inadequate materials are removed/ not used. • The course and ground are considered as part of the design and layout of the course. • The surface the course is ridden on is taken into consideration and notes to monitor may be provided • Guidance from the Eventing Rulebook and Eventing Organisers Handbook will be followed, including the use of items such as frangible pins on cross country fences. 	<p>Prior/ during the event, ensure controls and compliance are monitored.</p>	<p>Sophie Jones</p>	<p>On the day of the event.</p>
<p>Harm to an individual's rights, wellbeing and mental/ physical being</p>	<p>Members, parents, guardians, officials and pedestrians</p>	<ul style="list-style-type: none"> • The organisation has members of staff to support with safeguarding of all involved at our activities. The Pony Club Safeguarding policy outlines the processes which should be adhered to (full details). • Members, parents, guardians, volunteers and officials adhere to the respective Code of Conduct and steps are taken should this not be followed. • All measures identified in the Health and Safety Rule book are adhered to, including first aid and accident reporting. • Members medical needs are identified through medical consent form and steps 	<p>A named safeguarding lead is appointed at activities and is present. Monitor and ensure compliance</p>	<p>PC appointed person to monitor</p> <p>Sophie Jones</p>	<p>Site assessment completed</p> <p>On the day of the event.</p>

		<p>agreed with the parent/ guardian and nominated official to administer and store medication including record keeping.</p> <ul style="list-style-type: none"> • The organisations Drugs and Alcohol Policy is adhered to. • During the helpers/fence judges/ official's safety briefing at the start of the day they will be briefed. 			
<p>Harm due to medical treatment of equine. Injury could be crush, cut, bruise and glancing blow.</p>	<p>Members, parents, guardians, officials and pedestrians</p>	<ul style="list-style-type: none"> • Local vets have been alerted to the event. • All incidents are recorded in line with The Pony Club procedures. • If required by the Health and Safety Rulebook Vet Matrix are in attendance, contact information is shared with attendees. • First Aid Provision in place which is in line with the Health and Safety Rule book First Aid Matrix, attendees are aware of how to contact First Aid. • On site first aid have been alerted that these is an injured equine and those attending may need assistance. • A suitable location for the treatment of equines at the event has been identified prior to the event. • Appropriate Personal Protective Equipment (PPE) is worn to aid treatment of the equine. Where necessary PPE meets the required safety standard. • Treatment is only administered by/ with approval of the owner. • The equine is handled during treatment by suitable adult(s) and instructions are followed. 	<p>Monitor and ensure compliance</p>	<p>Sophie Jones</p>	<p>Site assessment completed</p> <p>On the day of the event.</p>

		<ul style="list-style-type: none"> • The injury is assessed and severity. Veterinary assistance is sought as needed. • Appropriate medical treatment administered/ stored online with item instructions and COSHH guidance supplied with the product 			
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Risk assessment completed by:	Date completed:	Review Date:
Name: Sophie Jones	25/09/22	
Signed:		