

	<b>Sport/Activity</b>	Residential Activities	<b>Date of Event</b>	27 <sup>th</sup> –30 <sup>th</sup> May 2025
	<b>Event</b>	Junior Camp	<b>OS Grid Ref</b>	
	<b>Location</b>	All England Jumping Course Hickstead	<b>What3Words</b>	Surfed.intrigued .factor

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>
Collision with vehicles. <i>Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses</i> <ul style="list-style-type: none"> <li>Vehicles off site</li> </ul>	Campers, instructors, camp officials, horses On-site maintenance staff.	Camp staff daily visual check. The gates to the site will be closed operated automatically during daytime hours. Arenas secured when horses in arenas.	Monitor and ensure compliance. Safety briefing with instructors and campers. Liaison with Hickstead maintenance staff if necessary.	Camp officials Instructors Hickstead maintenance staff Constant monitoring	Site assessment to be completed on set up. Assessment every day during camp.
<ul style="list-style-type: none"> <li>Vehicles on site</li> </ul> <i>Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses</i>	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.	Use of horse walk way only around site. PC members to walk in pairs or small groups and be aware of vehicles. Ensure roadway is safe and no vehicles are coming when proceeding. Move to grass when vehicles present. Wait at bridge crossing if necessary. Tractors to give horses a wide berth. Instructors/supervisors to escort riders and younger members.	Officials and instructors to supervise and escort rides. Officials monitor behaviour. Safety briefing with instructors and campers.	Camp officials, helpers and instructors.	Constant

Marquee : inadequate securing of housing which may cause injury or impact.	Campers, instructors, officials may become injured if impact occurs	Marquees constructed by officials will follow instructions and grounding guidance to ensure the structure is safe. This may include the provision of weights, pegs and ground strings. Weights, pegs and strings will be of a highly visible colour contrast and covered if necessary, to reduce trip hazards and entanglement. Lifting procedures will be following for moving the equipment. Marquee locations will be considered as part of event planning to ensure a suitable location is found. Marquees will be away from stabling areas to reduce concern for the horses/ ponies	During the event, ensure controls and compliance are monitored.	Camp Officials, helpers	Set up daily
Impact and crush injuries from loose horses.	PC Members, members of the public and spectators may become injured if impact occurs between them and a loose horse	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. Horses will be stabled at all times when not ridden. Any horse being led will be under close control. Horses being hand grazed will only do so under the yard manager's supervision and with permission. Arenas will be secured while horses are in them.	All attendees must be aware to attempt to prevent a loose horse reaching the road if a shout of 'LOOSE HORSE' is heard. If possible, ensure access gate is closed during riding activities. During the event, ensure controls and compliance are monitored.	Camp officials, helpers, instructors	Every day
Slip or trip hazards from ground conditions in camping and around stabling area	Campers, instructors and camp officials may be injured by slips or trips.	Ground conditions and any significant slip or trip hazards have been identified and removed or segregated. Marquee area will have footing and lines clearly identifiable to reduce trip hazard.	During the event, ensure controls and compliance are monitored.	Yard manager (stables) Camp officials Marque area	Every day
Injury severity being increased due to slow or delayed first aid treatment.	Campers, instructors and camp officials may have the severity of any injuries received increased by slow or delayed first aid provision.	Competent qualified first aiders will be present every day. 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.	None	Camp Officials, Instructors	Every day
Impact or impalement injuries from contact with, fencing, stakes and roping	Campers, instructors and camp officials and horses 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.	All 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.	Instructors – visual check before entering an arena	Hickstead ground staff All Camp officials Instructors and helpers	At set up of camp Every day

Trip injuries from routing of cables and pipes.	Campers, instructors, camp officials and horses may be injured due to a tripping hazard of trailing wires or flexible hose and pipe.	Cables must be run at a suitable level, in a safe area, or covered where possible. Hoses must be run away from main pedestrian area and be in a high visibility colour to enable them to be highly visible.	During the event, ensure controls and compliance are monitored.	Hickstead groundstaff Camp officials	At set up of the event Every day
Marque site: Injury due to tripping over tent guide ropes and pegs	Campers, instructors, camp officials and horses, may be injured due to guide ropes and pegs	Prohibition of playing games, running around marque. Marques to be pitched appropriately. Are will be monitored by the event organiser.	During the event, ensure controls and compliance are monitored	Camp officials to monitor	Every day Night time
Toilets: unclean toilets can cause illness and slips, trips and falls	Officials, instructors and campers	Appropriate PPE and cleaning materials will be supplied.	During the event, ensure controls and compliance are monitored	Camp Officials	daily
Losing someone on site and medical assistance being delayed due to known location	Campers, instructors, officials	Camp officials 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. All activities will be suspended during search. 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. Campers to move around in pairs or groups, younger members with responsible adult	Instructors and helpers ensure all group accounted for when leaving activity. Instructors to have phone access at all times.	Camp Officials	Daily
Catering: attendees eating from the contractor and coming down with food poisoning	Campers, instructors, officials	Measures and checks of contractors being booked in place, this will ensure compliance with insurance and food hygiene for example. Risk Assessments from the contractors to be shared and monitored for compliance. First aid cover on site and local emergency services location shared with attendees	During the event, ensure controls and compliance are monitored	Camp Officials	Daily
Fire: injuries due to a fire on site. Injuries can include, slips, trips, falls along with bruises and broken bones	Campers, instructors, officials	Appropriate medical cover will be available throughout the duration of the event, including for those camping. Guidance on actions in the event of a fire will be shared as part of the briefing- where to gather and how to access equipment. Local emergency services numbers available on site in the case of need Appropriate action in the event of a fire will be to call 999 and not fight the fire as not trained, have correct safety equipment or equipment to put out the fire.	During the event, ensure controls and compliance are monitored Fire extinguishers Safety briefing for campers	Camp Officials	Daily

Equine: bio security: horses could become ill whilst at the event and need medical care	Horses and Ponies	All horses and ponies in attendance will meet the vaccination requirements of the Pony Club as per its current rules. Local vet contact details available.	During the event, ensure controls and compliance are monitored	Camp Officials and Instructors	Daily
Harm to an individual's rights, wellbeing and mental/ physical being	Campers, instructors, officials	<p>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</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>. Coaches level of supervision is determined by their qualifications.</p> <p>Camps, Competitions, Residential 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> <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>	A named safeguarding lead is appointed at activities and is present. Monitor and ensure compliance	Camp Officials	Site assessment completed. Daily
Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia	Member, Equine and parent/ guardian or Official	<p>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. To mitigate riders advised of appropriate clothing for rider and equine alike, provided with warm drinks provided at intervals and monitored throughout event.</p> <p>Additional clothing/ dry clothing may be provided as necessary for rider or equine. Event may cancel due to weather conditions, if deemed unsafe to continue by organiser.</p>	During the event, ensure controls and compliance are monitored.	Camp Officials, helpers, Instructors	Daily

Risk assessment completed by:	Date completed:	Review Date:
Name: Tamsin French	1.5.2025	May 2026
Signed: Tamsin French		