

	Event or Activity	Polework Training with Prevention of infection from Coronavirus PC Plan Phases 1,2,3,4.	Date	15/10/20	What 3 Word Ref	
	Location	The Indoor School, Riseholme College, Lincoln, Lincolnshire, LN2 2LG	OS Map Grid Reference	SK 98573 75693 Indoor school		

	Hazard (What is the injury and how can the injury occur)	Risk controls already in place (What is currently being done to prevent the injury occurring)	People involved or exposed	Further Action Required (What more needs to be done, who is responsible and when)
1	Infection from virus transferred by failure in social distancing.	<ul style="list-style-type: none"> ♦ A briefing must take place to remind PC members of the correct controls and actions to take. No member or supporter must attend if they have symptoms or have been in contact with anyone showing symptoms – refunds will be given to any member self isolating. ♦ Coaches and appointed persons must ensure the 2 metre separation rule is enforced as much as possible, with support from parents, helpers and other responsible persons present. ♦ PC members who repeatedly or wilfully fail to comply will be asked to leave the event or activity. ♦ As events will be outdoors masks are not considered necessary. - ♦ Use the briefing, signs and notices to remind users to wash sanitise hands regularly and avoid touching their face. 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • <i>Briefing Prior to Training by email/ message.</i> • <i>Monitor and reinforce 2m throughout</i> • <i>Hand sanitiser for use frequently through out session especially if equipment is touched</i>
2	Infection from virus transferred by contact between people at initial arrival and signing in/payment/greeting	<ul style="list-style-type: none"> ♦ Payment and registration for event or activity to be remote or online. ♦ No hand shaking or hugging when greeting. ♦ Un-necessary people to be restricted from watching or being close to the event or activity. ♦ Briefing and reminder notices to encourage regular hand washing and social distancing ♦ Plan for staggered arrival and departure times for participants to reduce congestion and numbers of people present. ♦ All people must use hand sanitizer immediately as they arrive and leave. 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • <i>Sanitise hands after handling gate fastenings – We have asked Riseholme to provide sanitiser at double gate access to the yard area</i> • <i>Parking at 4/5 m spaces.</i> • <i>Hand sanitiser on arrival and departure</i>

3	Infection from virus transferred by contact between people in Toilets /Hand wash areas.	<ul style="list-style-type: none"> Use signs and notices to remind users to wash hands regularly and avoid touching their face. 	<ul style="list-style-type: none"> PC Members Coaches Parents 	<ul style="list-style-type: none"> Toilet facilities hopefully not required as sessions are not over long and journey to venue should be manageable without a loo stop If toilets are used then member must wash and sanitise hands before and after using the toilets Report to Riseholme if facilities are not clean or soap/water/sanitiser not available
4	Infection from virus transferred by contact between people when administering first aid.	<ul style="list-style-type: none"> Normal first aid hygiene and contamination control practices should be followed. Where it is not possible to maintain a 2 metre or more distance away from an individual, disposable gloves are recommended. Disposable gloves should be worn if physical contact is likely to be made with potentially contaminated areas or items. A mask may be worn where there is a risk of contact from droplets being coughed from an individual being treated. Clean your hands thoroughly with soap and water or alcohol sanitiser before putting on and after taking off PPE. It is recommended to avoid mouth to mouth breaths to a non-breathing adult casualty, only administer chest compressions. In a child chest only compressions are unlikely to be successful, hence mouth to mouth breathing may be required a face shield should be worn if available. Good hygiene should be followed when administering first aid. Updated first aid guidelines to be followed when providing resuscitation to a casualty. Should you have given mouth-to-mouth ventilation there are no additional actions to be taken other than to monitor yourself for symptoms of possible COVID-19 over the following 14 days. <p><i>(It should be noted that Coronavirus is a mild disease in most people, but a casualty who is not breathing or their heart has stopped is definitely going to die, hence the risk should be balanced)</i></p>	<ul style="list-style-type: none"> PC Members Coaches Parents First Aiders 	<ul style="list-style-type: none"> Clearly First Aid would require physical contact but requirement to give First aid outweighs potential risk of Covid 19.
5	Infection from virus transferred by contact between people in kitchens/ /social areas.	<ul style="list-style-type: none"> No Social Gatherings of spectators etc <p>Venue is a covered arena which is classed as an outdoor space. There is a viewing area outside of the main arena – still classed as outside area</p>	<ul style="list-style-type: none"> PC Members Coaches Parents 	<ul style="list-style-type: none"> This activity is in a well ventilated covered riding arena, classed as outdoor space Members requested to attend with only one supporter, if additional needed i.e. driver or extra younger sibling for child safety reasons then the 'extras' must remain with the vehicle, unless young child would be unsupervised, then they must remain with the parent at all times & always outside the arena. One supporter allowed to observe outside the arena, they must adhere to social distancing rules and sanitise if handling equipment i.e.pen Any supporter in the viewing area is required to complete the BHPC Track and trace document – this will be retained by the organiser for 3 weeks. Sanitise hands after using pen
6	Infection from virus transferred by contact between people during coaching or riding activity.	<ul style="list-style-type: none"> People to be spread out at least two metres apart. The numbers of attendees at an event must be kept to a number where social distancing can take place effectively. Use signs and notices to remind users to wash hands regularly and avoid touching their face. Use the minimum amount of shared equipment. No hand shaking or hugging when greeting. 	<ul style="list-style-type: none"> PC Members Coaches Parents 	<ul style="list-style-type: none"> This activity is totally outdoor 4 members training at once 1 coach No physical contact unless First Aid is required. Minimum amount of shared equipment. 4 Riders, 1 coach, 1 helper in training area if required.

7	Infection from virus transferred by contact between people during transfer or materials or objects.	<ul style="list-style-type: none"> ♦ Use the minimum amount of shared items such as clipboards, pens etc. ♦ Only one person to move or assemble jumps and move poles. ♦ Use signs and notices to remind people to wash hands regularly and avoid touching their face. ♦ The use of gloves is not necessary. 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • <i>Minimum amount of shared equipment</i> • <i>Also Clip boards & pens for record keeping should be sanitised after handling</i>
8	Infection from virus transferred by contact between people during travel.	<ul style="list-style-type: none"> ♦ Travelling should be undertaken with people from the same household. ♦ Travel should remain as local as possible. 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • <i>Horse / pony may in exceptional circumstances need to travel with somebody else's horse.</i> • <i>All members fairly local</i>
Jumping Issues				
9	<i>Arena & Venue</i>	<ul style="list-style-type: none"> • Experienced Accredited Coaches supervise the members training • Weather/ground conditions checked to ensure that access to training is safe e.g. ice/ mud on Car Park and access road • Keep spectators out of arena • Arena is a new surface which is regularly harrowed and maintained by Riseholme. Instructor to check surface condition, any areas of concern could be blocked off and check/remove any physical hazards • This assessment covers the preparation and use of the poles for a training session and rally. • Poles checked for defects, age/wear when course built and immediately prior to use. • Damaged poles and replaced before next rider. • The course designed and built by a competent designer and builder • The polework course correct for the level of the riders at the training session. • Polework activities suitable for horses and ponies taking part. 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents ♦ Animals ♦ Property 	<ul style="list-style-type: none"> • If driving conditions or yard area unsafe the session will be cancelled by the organiser. • Ensure that there is a mobile Phone signal • List of all members attending training, Name, age, emergency phone number • If a parent is riding – then they must have their own insurance & provide the organiser with contact details in the event of emergency. • Incident log, Accident Forms and book to be available • Rase Vets 01673 842448 • Burton Hunt Kennels 01522 522798 • Tarpaulin in case of equine casualty • Report any damages to Riseholme
10	Rider and horse turnout	<ul style="list-style-type: none"> • Riders must be appropriately dressed • Hat tagged no hoodies, hair fastened back, no jewellery • Tack must be safe and fitted correctly – Under Covid the responsibility of tack checks is the responsibility of the parent. This will be reminded to parents in the briefing 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • If there is a problem, instructor speak to parent/carer. • Inform ADC & DC
11	Equipment	<ul style="list-style-type: none"> ♦ Use the minimum amount of shared items such as clipboards, pens etc. ♦ Only one person to build course and pick poles etc 	<ul style="list-style-type: none"> ♦ PC Members ♦ Coaches ♦ Parents 	<ul style="list-style-type: none"> • <i>Also Clip boards & pens for record keeping</i>

Risk assessment completed by:	Date completed:	Review Date:
Name: Sue Dixon & Charlotte Fursdon	15.10.20	
Signed:		