

	Sport /Activity	Activities & Rallies	Date of Event	
	Event		OS Grid Ref	SU 22022 93127
	Location	Wickstead Farm Equestrian, Highworth, SN6 7PP	What3Words	trial.offerings.diver

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> AREA FOR PARKING IS ON RIGHT, DOWN SIDE OF FIELD PAST CONCRETE STANDING/MUCK AREA	PC Members and spectators may become injured if impact occurs between vehicles, pedestrians and/or competitors. Vehicles could be moving too quickly or may not see the pedestrians.	ALERT PARENTS PRIOR TO THE EVENT THAT CARE MUST BE TAKEN WHEN MOVING AROUND PARKING/YARD AREA. BE MINDFUL OF RESIDENTS ON SITE TRAVERSING YARD BETWEEN LIVERY BARN AND MUCK HEAP/FIELDS PONIES NOT TO BE LEFT TIED UP UNATTENDED YOUNGER SIBLINGS MUST BE SUPERVISED AT ALL TIMES NO DOGS ALLOWED	During the event, ensure controls and compliance are monitored by PC appointed person. Local risk controls by site occupier to be enforced.	PC appointed person to monitor	
VENUE IS A TRAINING ESTABLISHMENT. POSSIBILITY OF LOOSE	LOOSE HORSE MAY CAUSE INJURY TO HUMANS OR EQUINES AND VEHICLES	AS ABOVE	During the event, ensure controls and compliance are monitored by PC appointed person.	PC appointed person to monitor	

HORSES FROM VENUE AS HORSE WALKER ACCESSED THROUGH PARKING AREA			Local risk controls by site occupier to be enforced.		
FARM EQUIPMENT ON SITE	PONIES MAY SPOOK AT/ COLLIDE WITH EQUIPMENT	COMMUNICATE DESIGNATED ROUTE TO ARENAS. CHILDREN TO REMAIN UNMOUNTED UNTIL IN THE ARENA (INDOOR/OUTDOOR/HORSEPLAY) GATES TO ARENAS TO BE CLOSED IMMEDIATELY AFTER ENTRY	During the event, ensure controls and compliance are monitored by PC appointed person. Local risk controls by site occupier to be enforced.	PC appointed person to monitor	
Impact and crush injuries from falls or contact with horses. Included but not limited to ridden activity, officials checks and engaging with the judge.	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.	It is the riders/handlers responsibility to ensure their horse is under control at all times. Safety lines/ fences are marked next to the arenas and no spectators are allowed with the safety lines while Activity is ongoing. 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 monitored and riders/handlers will be asked to move away to create space. It is the parent/rider/handler responsibility to ensure all horse tack is safe, sound, secure and fits correctly. Arena, warm up areas and competition areas are to be monitored by stewards who can seek assistance in the event of an accident	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	
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.	Equipment checked before each group as required. arena and equipment are changed and altered based on activities and rider abilities by the competent instructor. Surface Conditions are monitored and are safe. Any other requirements from the site occupier are taken into account.	Equipment to be checked by each instructor prior to each rides use. Any damaged equipment reported	PC appointed person to monitor.	

		Arena, warm up areas and competition areas are to be monitored by stewards who can seek assistance in the event of an accident	immediately and remove from use if required. PC officials will check the arenas and construction of these on set up of event, prior to activity and during the event Team Manager, parent and official to monitor rider ability and surface conditions. Local risk controls by site occupier to be enforced.		
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 penned appropriately. 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 ties to a fixed point	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.	PC appointed person to monitor	
Injuries to young and inexperienced riders due to inability to control horse.	PC Members and spectators may become injured if impact occurs between them and a horse or the rider falls from the horse.	Direct supervision as required Specific polocrosse instruction/ supervision must be given the case of novice riders. Appointed person to brief instructors before start of the tournament/ session. Parent/ guardian/ PC Official/ Instructor must ensure activity is suitable for the ability of the rider. Move riders in group not suitable for their ability or pony. Parent / helper assistance for younger / novice riders if needed. Communication methods agreed. Facilities and equipment suitable for each ride's ability. Arena, warm up areas and competition areas are to be monitored by stewards who can seek assistance in the event of an accident	Team Managers, parent and officials must ensure each activity is suitable for the ability of the rider. Instructors with up to date competence certificates. DBS, Safeguarding and First Aid, Mobile phones charged and available. Emergency procedure in place.	Team Managers/ officials to monitor competence. PC appointed person to monitor	

Crush or impact from use of mobile machinery.	PC Members and spectators may be injured from contact with mobile machinery such as tractors. Horses may also be injured depending on where the machinery was being operated.	Machinery must not be operated in close proximity to children and horses during the event. Machinery must only be operated by Competent operators. All machinery must be operated in a clear working area.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	
Injury severity being increased due to slow or delayed first aid treatment.	PC Members, spectators and the general public may have the severity of any injuries received increased by slow or delayed first aid provision.	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.	None	PC appointed person to monitor	
Injury severity increased due to incorrect diagnosis of concussion	PC Members and may be concussed and mis-diagnosed.	Medical provision and First aiders are trained in recognising concussion. Clear rules on when to continue following a fall. PC concussion policy and response flow chart available. BEF concussion guide issued to PC UK. Clear injury reporting procedure.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Losing someone on site and delayed medical care due to unknown location	Officials, competitors, visitors and general public	Team Managers, parents and organisers 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. Activity 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	During the event, ensure controls and compliance are monitored	PC appointed person	
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. Penning will be separate to limit contact between equines Stables will be thoroughly cleaned and disinfected between uses A vet will be available during hours of the event to support with medical needs Out of hours a vet will be on call out of hours for those remaining on site and able to support should the need arise	During the event, ensure controls and compliance are monitored	PC appointed person	

		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.			
Harm to an individual's rights, wellbeing and mental/ physical being	Members, parents, guardians, officials and pedestrians	<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 (<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> <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	PC appointed person to monitor	

<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>	<p>Local vets WILL BE CALLED IF REQUIRED TO ATTEND All incidents are recorded in line with The Pony Club procedures. If required by the <u>Health and Safety Rulebook</u> Vet Matrix are in attendance, contact information is shared with attendees. First Aid Provision in place which is in line with the <u>Health and Safety Rule</u> 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. The injury is assessed and severity. Veterinary assistance is sought as needed. Appropriate medical treatment administered/ stored in line with item instructions and COSHH guidance supplied with the product</p>	<p>Monitor and ensure compliance</p>	<p>PC appointed person to monitor</p>	
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Risk assessment completed by:	Date completed:	Review Date:
Name: Helen Keen	September 24	
Signed: Helen Keen		