

	Sport/Activity	Showjumping Activities/Competitions/arena eventing	Date of Event	Spring / summer 2024
	Event	Spring Show, Arena Eventing	OS Grid Ref	57.24293 N, 2.46920 W
	Location	Pony Club Field, Beyond Netherton Business centre, Fetternear, Kemnay AB51 5LX	What3Words	drizzly.though.sling

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>	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.	Parking either side of hard core track, clearly signed. Lorries to park near hard core near senior SJ, just one row. Ensure trailers lined up to allow two rows, leaving space to exit. Parking areas to be marked with white paint. Extreme care in moving vehicles during show expected.	During the event, ensure controls and compliance are monitored by PC appointed person wearing hi-viz. Local risk controls by site occupier to be enforced.	PC appointed person to monitor	On the day of the event.
Slip or trip hazards from ground conditions or in officials' area	PC Members and spectators may be injured from slip or trip injuries while on site.	Ground conditions and any significant slip or trip hazards have been identified and removed or segregated.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.

<p>Impact and crush injuries from falls or contact with horses. Included but not limited to ridden activity, officials checks (tack check) and engaging with the judge.</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>	<p>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 within 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</p>	<p>During the event, ensure controls and compliance are monitored.</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>
<p>Impact or crush injury when using the arena facility and activity equipment.</p>	<p>Impact or fall injury due to inadequate facility or incorrect equipment used in riding activities.</p>	<p>Equipment checked before each session/ class as required. At rallies and training the 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. Arena, warm up areas and competition areas are to be monitored by stewards who can seek assistance in the event of an accident. PC rules for body protectors to be followed for all jumping wrt fixed jumps.</p>	<p>Equipment to be checked prior use. Any damaged equipment reported 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.</p>	<p>PC appointed person to monitor.</p>	<p>On the day of the event.</p>

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. Where possible physical barriers or gates must be in place to prevent loose horses reaching a public road. When not being ridden horses must be tied to a fixed point and not left unattended. If horse to be left must be loaded into trailer or lorry.	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	On the day of the event.
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.	At rallies and training direct supervision as required. At rallies and training instruction/ supervision must be given the case of novice riders. This may also be extended to the warm up ring at competition Parent/ guardian/ PC Official/ Instructor must ensure activity is suitable for the ability of the rider. At Rallies and training riders in group not suitable for their ability or pony are to be moved to a suitable ride. At rallies and training Parent / helper assistance for younger / novice riders if needed. Communication methods agreed. At training and rallies 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. At rallies and training the 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	On the day of the event.
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	On the day of the event.

Warm up arena: injury as a result of collision	PC members and officials	<p>The number of persons riding in a warmup arena is limited 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 The number of persons in the 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.</p>	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Stewarding/ Officials: tack checking and manning entrances/ exits	PC Officials	<p>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.</p>	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Arena party: injury from heavy lifting and safety around horses	PC officials	<p>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 moving around the arena while the competition is in progress</p>	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.

<p>Official, judges or emergency vehicles in pedestrian areas: <i>Impact with vehicles, pedestrians and horses</i></p>	<p>PC Members and spectators may become harmed if official emergency vehicles are travelling too quickly, they may collide with pedestrians and injure them.</p>	<p>Limit number of vehicles, designated routes, designated pedestrian and horse movement areas. Where ponies/ horses and riders need to cross a vehicle route a Marshall will be provided for all hours of the competition. Dedicated routes (horse walks). Crossing points for equine and riders warming up or entering the competition. Judges and other officials vehicles will move in a time slot provided to limit possible contact with equines/ riders. Emergency vehicles attending must be shown the correct access route and warned of the number of pedestrians on site. Area monitored by stewards who can seek assistance in the event of an accident</p>	<p>During the event, ensure controls and compliance are monitored.</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>
<p>Injury severity being increased due to slow or delayed first aid treatment.</p>	<p>PC Members, spectators and the general public may have the severity of any injuries received increased by slow or delayed first aid provision.</p>	<p>Competent qualified first aider will be present on the day of the event. The first aider 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. PC event dress code to be followed by all competitors.</p>	<p>None</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>
<p>Impact or impalement injuries from contact with, fencing, stakes and roping</p>	<p>PC Members, spectators, the general public 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.</p>	<p>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. Arena, warm up areas and competition areas are to be monitored by stewards who can seek assistance in the event of an accident</p>		<p>PC appointed person to monitor</p>	<p>At set up of the event On the day of the event.</p>

<p>Course: poor course design and inadequate equipment may result in injuries being sustained</p>	<p>Horses, ponies, members and officials</p>	<p>Courses are to be designed by a suitably qualified or experienced person, a list of course builders/ designers is held centrally and available from British Showjumping Red and white flags are used to identify the direction the practice fences are jumped Safety cups are to be used on all fences in accordance with current PC rules 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 lay out of the course The surface the course is ridden on is taken in to consideration and notes to monitor may be provided</p>	<p>Prior/ during the event, ensure controls and compliance are monitored.</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>
<p>Losing someone on site and delayed medical care due to unknown location</p>	<p>Officials, competitors, visitors and general public</p>	<p>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</p>	<p>During the event, ensure controls and compliance are monitored</p>	<p>PC appointed person</p>	<p>On the day of event</p>
<p>Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia</p>	<p>Member, Equine and parent/ guardian or Official</p>	<p>Visibility during a 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 at intervals and monitored throughout event. 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>	<p>During the event, ensure controls and compliance are monitored.</p>	<p>PC appointed person to monitor</p>	<p>At set up of the event On the day of the event.</p>

<p>Equine: bio security: horses could become ill whilst at the event and need medical care</p>	<p>Horses and ponies</p>	<p>All horses and ponies in attendance will meet the vaccination requirements of the Pony Club as per its current rules. Stables will be thoroughly cleaned and disinfected between uses A vet will be available during hours of the event to support with veterinary 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 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.</p>	<p>During the event, ensure controls and compliance are monitored</p>	<p>PC appointed person</p>	<p>On the day of event</p>
<p>Harm to an individual's rights, wellbeing and mental/ physical being</p>	<p>Members, parents, guardians, officials and pedestrians</p>	<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 (full details). 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 Safer Recruitment Policies. Coaches level of supervision is determined by their qualifications (full details). Camps, Competitions, Residentials and excursions are carried out in line with guidance, including provision of supervision and ratios of staffing. 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 agreed with the parent/ guardian and nominated official to administer and store medication including record keeping. The organisations Drugs and Alcohol Policy is adhered to.</p>	<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>Site assessment completed</p> <p>On the day of the event.</p>

<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 have been alerted to the event. 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 inline with item instructions and COSHH guidance supplied with the product</p>	<p>Monitor and ensure compliance</p>	<p>PC appointed person to monitor</p>	<p>Site assessment completed</p> <p>On the day of the event.</p>
<p>Prize giving: spectators/ members slip, trip or fall in the area.</p>	<p>PC Members and spectators may be injured from slip or trip injuries while on site.</p>	<p>Ground conditions and any significant slip or trip hazards have been identified and removed or segregated. The areas will have footing and lines clearly identifiable to reduce trip hazard</p>	<p>During the event, ensure controls and compliance are monitored.</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>
<p>Covid-19</p>	<p>Contracting Covid -19</p>	<p>Follow general club safety rules.</p>	<p>All participants and staff to wear masks when inside. No catering at this rally. Encourage lateral flow "before you go".</p>	<p>PC appointed person to monitor</p>	<p>On the day of the event.</p>

<p>Risk assessment completed by:</p>	<p>Date completed:</p>	<p>Review Date:</p>
<p>Name: Z Patterson</p>	<p>8/12/21</p>	

Under the governance of the Pony Club, please study the safety rules on the Pony Club website. Please also read guidance for each venue available on the Bennachie page.

The following general rules are emphasised:

- Access gates should be closed after entering and exiting a venue.
- Members must wear their approved and 'tagged' riding hat when mounted and unmounted, near ponies. The hat harness must be fastened and appropriately adjusted. Likewise, anyone under the age of 16 accompanying the member to the rally must wear an appropriate safety helmet if handling or in close proximity of horses.
- Loading and unloading ponies from trailer or lorry is a time of increased risk of harm. Members are trained in safe processes as part of their rider development. Members, and junior competitors from outwith the club, may only load ponies if they have been awarded the C test and above, or are under supervision of an adult in loco parentis. The member's supervising adult remains responsible at all times. If supervising adults are uncertain about supervising this activity they should request advice from an instructor, the DC or a DC representative.
- At no time, should ponies be left unattended outside of trailers or lorries. Unattended ponies should always be secured within your trailer or lorry.
- Dogs must remain on a short, non-stretchy lead under close control at all times that horses are present.
- At the start of all lessons, a brief inspection of all riders and their mounts will be carried out by the instructor to ensure both pony and rider are safely turned out, with clean, tidy and correctly fitted equipment.
- Hooded tops or jackets are not to be worn while mounted.
- Further rules on turnout are described on the Pony Club website, questions regarding turnout should be directed to the event organiser.