|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Logo_Primary_CMYK_Blue_Medium_Res.jpgRisk Assessments** | **Sport / Activity** | Endurance Activities/Competitions | **Date of Event** |  |
| **Event** |  | **OS Grid Ref** |  |
| **Location** |  | **What3Words** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Hazard | **Who might be injured?** | Risk Controls **(already in place)** | **Further Action Required** | **Allocated Person / Date** | **Completion Date and Initial** |
| *What is the injury?*  *How can the injury occur?* | *E.g. people (members, volunteers, spectators, etc), animals, vehicles.* | *What is currently being done to prevent the injury occurring?* | *What more needs to be done?* | *Who is responsible for completing the action?*  *What is the planned time frame for this?* | *Initial and date when action is completed* |
| Declarations of riders: 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. The officials area gazebo/ table and chairs will have footing and lines clearly identifiable to reduce trip hazard | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| Farrier/ vet inspection: slip, trip or fall | PC Members Officials 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. The officials area gazebo/ table and chairs will have footing and lines clearly identifiable to reduce trip hazard | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| Riders getting lost needing medical assistance and it being delayed | PC Members, Officials and Parents | Route of the ride is planned, and a map prepared which is shared with entrants prior to the day: hazards such as roads, streams and others are displayed on the map  Regular check points are defined and marked on the map  Markers are displayed on the route as necessary to support riders along the way  Riders are allowed to take phones/ smart phones with them on the ride for emergency contact purposes.  Weather monitored as this may impact on ride conditions and visibility Riders not reaching check point by specific points/ times, a search party is formed to locate them. | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| Crewing and check points: slip, trip and fall | PC Members, Officials and Parents | Ground conditions and any significant slip or trip hazards have been identified and removed or segregated.  The officials area gazebo/ table and chairs will have footing and lines clearly identifiable to reduce trip hazard  Radio and other communication devices provided for officials use to report concerns Crewing points where ponies or horses are to be sloshed will have identified points for water to be poured to reduce hazard of slip or trip | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| Major injuries sustained due to course passing extreme hazards |  | Course must not pass through or close to cliff edges, marsh land, deep fast flowing rivers, unstable sand and unstable footing |  |  |  |
| Vehicle impact with pedestrians | PC Members, spectators, horses and those attending the event may be injured by the movement of vehicles onto the venue through collision with each other. | Adequate width and positioning of entrance off main road.  Suitable parking areas available.  Vehicle drivers informed to drive slowly on site and follow directions of site occupiers. Stewards are provided where riders need to crossroads to control the traffic, these persons have appropriate training and equipment | Brief PC appointed person to continue to assess traffic movement, parking and control any issues with congestion.  PC appointed person must ensure an access route for emergency vehicle access is maintained.  Local risk controls by site occupier to be enforced. | PC appointed person to monitor | On the day of the event. |
| Impact and crush injuries from falls or contact with horses. | 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.  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. | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| 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 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 | 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. | Direct supervision as required, this is dependent on member age as per Endurance Rulebook  Appointed person to brief participants before start of session.  Parent/ Guardian/ Instructor/ PC official must ensure each entered in to suitable ride for the ability of the rider/ fitness of horse or pony.  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. | Team Managers 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 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. |
| Official or emergency vehicles  in pedestrian areas: *Impact with pedestrians and horses* | PC Members and spectators may become harmed if official emergency vehicles are travelling too quickly, they may collide with pedestrians and injure them. | 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. | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| 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 | On the day of the event. |
| 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. |
| Impact or impalement injuries from contact with, fencing, stakes and roping: | 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. | 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. | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | At set up of the event  On the day of the event. |
| Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia | Member, Equine and parent/ guardian or Official at check point | Visibility during a ride 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, check/ crew points can ensure water available whilst also ensuring rider carries water. Crew can monitor rider and equine at regular intervals on ride to reduce risk of dehydration/ heat stroke.  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 check/ crew points and monitored throughout ride. Additional clothing/ dry clothing may be provided as necessary for rider or equine.  Riders to carry mobile phones to ensure they are contactable during ride and can alert of adverse conditions/ next steps as needed.  Additional steps to monitor riders locations maybe taken, provision of GPS. Event may cancel due to weather conditions, if deemed unsafe to continue by organiser. | During the event, ensure controls and compliance are monitored.  Event organisers must monitor the weather while the event is in progress and take appropriate action if weather conditions change significantly.  Event organisers must have a plan for rescue and recovery of both riders and horses participating | PC appointed person to monitor | At set up of the event  On the day of the event. |
| Members of the public using footpath route being injured by horses. | Members of the public may come into contact with horses due to close proximity of public footpath across event area. | Footpath roped off to provide physical separation barrier between pedestrians and horses.  Clear footpath route established to provide safe access route.  Signs erected to direct pedestrians safely across event area.  Marshals provided with guidance to direct pedestrians along safe route. Safe route shown on site layout plan. | Marshals to instruct pedestrians of safe route on the day. | PC appointed person | On the day of the event. |
| Loosing someone on site and being injured needing medical assistance. Medical assistance may be delayed due to being in unknown location. | Officials, competitors, visitors and general public | Team Managers/ parents/ 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. Play 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 | On the day of event |
| Harm to an individual’s rights, wellbeing and mental/ physical being | Members, parents, guardians, officials and pedestrians | 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](https://pcuk.org/officials/safeguarding/our-duty-of-care/)).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](https://pcuk.org/officials/safeguarding/safer-recruitment/).Coaches level of supervision is determined by their qualifications ([full details](https://pcuk.org/coaches/)).Camps, Competitions, Residentials and excursions are carried out in line with [guidance](https://pcuk.org/officials/safeguarding/events-and-camps/), including provision of supervision and ratios of staffing. Members, parents, guardians, volunteers and officials adhere to the respective [Code of Conduct](https://pcuk.org/officials/safeguarding/other-relevant-policies/) and steps are taken should this not be followed.  All measures identified in the [Health and Safety Rule book](https://pcuk.org/officials/rulebooks/) 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](https://pcuk.org/officials/health-and-safety/alcohol-and-drugs-policy/) is adhered to. | A named safeguarding lead is appointed at activities and is present. Monitor and ensure compliance | PC appointed person to monitor | Site assessment completed On the day of the event. |
| Harm due to medical treatment of equine. Injury could be crush, cut, bruise and glancing blow. | Members, parents, guardians, officials and pedestrians | 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](https://pcuk.org/officials/rulebooks/) 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](https://pcuk.org/officials/rulebooks/) 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 | Monitor and ensure compliance | PC appointed person to monitor | Site assessment completed On the day of the event. |
| Prize giving: slip, trip, fall on or off the podium/ stage | 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.  The areas will have footing and lines clearly identifiable to reduce trip hazard The podium/ stage should be of adequate size and construction | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |
| Prize giving: spectators/ members slip, trip or fall in the 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.  The areas will have footing and lines clearly identifiable to reduce trip hazard  The podium should be of adequate size and construction Chairs and tables will suitable construction, these will be tucked under table | During the event, ensure controls and compliance are monitored. | PC appointed person to monitor | On the day of the event. |

|  |  |  |
| --- | --- | --- |
| **Risk assessment completed by:** | **Date completed:** | **Review Date:** |
| **Name:** |  |  |
| **Signed:** |  |  |