



On the Day Safety Checklist – Rally

(Note this does not replace the event risk assessment)

Date:		Rally Name:	
Venue:		Location/ What3Words:	
Rally Organiser Name:		Mobile No:	
First Aider Name(s):		Mobile No:	
Coach(es):		Mobile No:	
		Yes/No or N/A	Actions Taken/Notes
Before the Rally starts			
Risk Assessment Completed and Checked			
Emergency Plan Completed (Where needed)			
Instructions sent to attendees including any relevant safety information.			
Coaches briefed about rally and attendees			
First Aider and First Aid kit in attendance and contents in date			
Weather Conditions			
Suitable for travelling.			
Suitable for the activity – Riding or unmounted.			
Venue Set Up			
Mobile Phones available			
Direction signs on approach roads			
Parking Area safe for unloading/loading			
Gates closed			
Riding Area checked			
Equipment checked and fit for purpose			
Site checked (All areas being used for the event)			
Riders/Ponies			
Hats/Body Protectors checked			
Correct dress for activity			
Tack checked and suitable for activity			
Riders assessed for group suitability			
Paperwork/Admin			
Incident Log completed/Accident Form completed			
Attendance List completed			
Coach/Expenses Payment Form completed			
Signed:		Date:	