

MORPETH HUNT PONY CLUB
RISK ASSESSMENT – BENRIDGE RIDING CENTRE

Date All training dates **Location** Benridge Riding Centre, Morpeth, NE61 3SB **Grid Reference** NZ 16772 87964 **Event** Rallies, Discipline Training Competitions

Note: This risk assessment does not cover summer camp.

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
Venue location, access road and parking	Single carriageway Unclassified track	PC Members Trainers Helpers Parents General Public Animals Property	<p>Post venue address on Branch website</p> <p>Speed limit at Centre is 5mph</p> <p>Courteous and sensible driving</p> <p>No parking on Centre property other than in designated parking areas. No obstruction of cottage drive, school entrance or yard entrance. No parking on the grass.</p> <p>Park in field ahead of Centre entrance if requested.</p> <p>Park with consideration for all to move about, unload ponies, tack up and access arena/training area safely</p> <p>No horses to be tied to trailers unless tacking up. Horses never to be left unaccompanied unless loaded and secured in trailer/horsebox.</p>	Low	

Date Assessed	2 January 2018	Date Reviewed	2 January 2018
By (Print Name) Judith Baker	Signed	By (Print Name) Michelle Macauley	Signed

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
Movements of horses, pedestrians and vehicles on site.	Safe routes for all	PC Members Trainers Helpers Parents General Public Animals Property	PC members and parents: to keep selves and ponies away from private vehicles to lead ponies into arena/training area before mounting, parents to accompany child if necessary to dismount at the end of training and lead ponies back to vehicle.	LOW	Parents and members to be briefed of new action of leading ponies to arena
Arena/training area	General Health and Safety	PC Members Trainers Helpers Parents	Members to wait outside arena, dismounted, until either Trained or Qualified First Aider is present No dogs to be brought to the Centre. Non-riding children are at no point to enter the arena or training area Non-riding children to be supervised by their adult with parental responsibility When showjumping, safety cups to be used on jumps. Arena doors/gates to be kept shut at all times when riding in progress.	Low	Parents and members to be briefed
First Aid and Welfare	Medical and veterinary cover Accident book Emergency procedure agreed Communications	PC Members Trainers Helpers Parents General public Animals Property	First Aid kit available in cupboard in pedestrian entrance to indoor arena. A second first aid kit is available in Centre office. First Aid kit includes: <ul style="list-style-type: none"> • Accident reporting guidance • PC Accident report form • Incident Form • Details of location – post code, map reference, contact phone number 	LOW	Entrance gate to arena(indoor or outdoor as appropriate) to be kept free for emergency vehicle access at all times

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
			<ul style="list-style-type: none"> Veterinary contacts First Aid cover adequate for whole period Vehicle access to all areas Mobile phone reception on site		
First Aid and Welfare	Communications		Landline telephone available in office DC to be informed of any serious accident/incident. Also to include reports of unacceptable/bad behaviour Inform instructors of emergency procedure		
Arena	Equipment stored in arena Ground Conditions Public Access Spectator area	PC Members. Trainers Helpers Parents. General Public. Animals. Property.	Arena/training area checked thoroughly when set out. No unnecessary equipment to be in arena during training. In adverse weather ground conditions checked at intervals to ensure going does not become unsafe Parents and spectators only to enter arena on instructor's invitation.	Low	
Fire		PC members Trainers Helpers Parents General Public Animals Property	No smoking at Benridge Riding Centre. Assembly point – outdoor arena Fire Extinguishers located in pedestrian entrance to indoor arena Venue owner's own fire assessment	LOW	In event of fire next to arena, vacate arena and congregate in adjacent field

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
Training	Trainers Safeguarding	PC Members. Trainers Helpers Parents General Public Animals Property	Trainers to be registered on PC Instructors database and have 1 st aid, safeguarding and DBS certificates	LOW	
Training	Trainers Safeguarding	Members Trainers	Children left at training: <ul style="list-style-type: none"> leaving children to be avoided if possible responsible adult identified to trainer, with a contact 'phone number time of collection and person collecting Children and ponies given lifts to training responsible adult identified to trainer	LOW	
Arena/training area Car Park	Hoodies Jewellery Long hair Hats Boots Exposed skin Tack	PC Members	<ul style="list-style-type: none"> No hoodies to be worn No jewellery to be worn Hairnets to be worn where appropriate Hats to be tagged and fitted correctly Hat chinstraps to be appropriately fastened Body protectors worn at rider's/parents discretion for flatwork, at instructor's requirement for jumping. Body protectors to meet current standard, BETA 2009 Level 3 Boots with soft sole and square cut heel. No laces and no 'light riders' Long sleeves to be worn at all times. No rope reins, clips, humane girths Stirrup leather stitching in good order 	LOW	<p>Clothing and tack check to be carried out by trainer before commencing training, including warm up. Any PC member failing on any point must not train until dressed/tacked up correctly.</p> <p>2018 Hat Standard requires a turquoise tag</p> <p>2018 Body Protector Standard is BETA 2009 Level 3</p>

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS.
Arena/training area Car Park	Weather – hypothermia Sunburn Heatstroke	PC Members. Trainers Helpers Parents. General Public. Animals.	Observation by all present Appropriate clothing to be worn Keep children active in particularly cold conditions Maintain hydration Observe horse condition in extreme conditions and restrict exercise where excessive sweating occurring.	Low	

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