

## **South Cheshire Riding Club (SCRC) Generic Risk Assessment for Riding Club Activities**

This generic risk assessment document will provide an umbrella approach to SCRC welfare and safety. In addition to this document specific location risk assessments will be provided as well as a safety check list.

SCRC is committed to achieving and maintaining the highest standards of health and safety for all members, spectators, supporters and others who may be affected by the club's activities.

"A risk assessment is nothing more than a careful examination of what, in your work, could cause harm to people, so that you can weigh up whether you have taken enough precautions or should do more to prevent harm. The aim is to make sure that no one gets hurt or becomes ill. A risk assessment involves identifying the hazards present in any undertaking (whether arising from work activities or from other factors (in this case, the riding club) and then evaluating the extent of the risks involved, taking into account existing precautions".

The results of a suitable and sufficient risk assessment should help users choose which good practice measures are most appropriate."

SCRC will use the five steps to risk assessment:

Step 1: Identify the hazards

Step 2: Decide who might be harmed and how

Step 3: Evaluate and decide on precautions

Step 4: Record and Implement them

Step 5: Review your assessment and update if necessary

SCRC will use the 5 x 5 risk rating matrix as part of this process. This matrix considers the likelihood (probability) combined with the consequences (Impact or severity).

A hazard is the potential to cause harm.

**Generic Risk Assessment for SCRC Activities**

Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Existing Controls	Actions to be taken and by whom	Risk rating after controls
<p align="center"><b>Access to Club Venues</b></p> <p align="center">Collision of vehicle/pedestrian/horse</p>	<p align="center">General Public, Competitors, Officials, Horses</p>	<p align="center">2</p>	<p align="center">3</p>	<p align="center">6 (Low)</p>	<ul style="list-style-type: none"> <li>• SCRC follow the club venues health and safety procedures.</li> <li>• Vehicles should enter club venues at 5mph or adhere to existing speed restrictions.</li> <li>• Each club venue is individually assessed for additional hazards at the entrance.</li> <li>• Signage for the event should be displayed if appropriate.</li> <li>• Access points must be kept clear at all times for access of emergency vehicles</li> <li>• Onus is on drivers taking care when manoeuvring vehicles.</li> </ul>	<p align="center">None</p>	<p align="center">1 x 3 = 3 (Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Egress from club Venues</b></p> <p>Collision of vehicle/pedestrian/horse</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">2</p>	<p align="center">3</p>	<p align="center">6 (Low)</p>	<ul style="list-style-type: none"> <li>• SCRC follow the club venues health and safety procedures.</li> <li>• Vehicles should exit club venues at 5mph or adhere to existing speed restrictions.</li> <li>• Each venue is individually assessed for additional hazards at the exit.</li> <li>• Exit points must be kept clear at all times for egress of emergency vehicles</li> <li>• Onus is on drivers taking care when manoeuvring vehicles.</li> </ul>	<p>None</p>	<p align="center">1 x 3 = 3 (Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Parking of cars, trailers and horseboxes at Riding Club events.</b></p> <p>Collision of vehicle/pedestrian /horse</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">2</p>	<p align="center">3</p>	<p align="center">6 (Low)</p>	<ul style="list-style-type: none"> <li>• SCRC follow the club venues health and safety procedures.</li> <li>• Vehicles should enter and leave club venues at 5mph or adhere to existing speed restrictions.</li> <li>• When parking next to another horsebox or horse trailer consideration should be given to the vehicles next to you, ensuring that enough room is left for loading and unloading of horses.</li> <li>• Do not block other vehicles in.</li> <li>• Each club venue is individually assessed for additional hazards of parking.</li> <li>• Onus is on drivers taking care when manoeuvring vehicles.</li> </ul>	<p>None</p>	<p align="center">1 x 3 = 3 (Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Welfare Facilities</b></p> <p>Illness</p> <p>Food poisoning</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">1</p>	<p align="center">3</p>	<p align="center">3 (Low)</p>	<ul style="list-style-type: none"> <li>• Each club venue must have a toilet and hand washing facilities which are checked to see if they are suitable and sufficient.</li> <li>• SCRC provide a tea and coffee making facility. Cups are washed properly. All drinks making equipment is kept in a container to ensure cleanliness.</li> <li>• Any catering companies used are an approved caterer with food hygiene certificates.</li> </ul>	<p>None</p>	<p align="center">1 x 1 = 1 (Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Ground Condition</b></p> <p>Fall from horse due to poor ground condition</p> <p>Slip or trip of a person or horse due to poor ground condition</p>	<p>General Public, Competitors, Officials, Horses</p>	3	5	15 (Medium)	<ul style="list-style-type: none"> <li>The ground must be assessed for suitability on the day of the riding club event for both the riding surface and the car park.</li> <li>Consideration should be made to whether the ground is too hard, too soft, too frozen, too wet etc.</li> <li>If the ground is deemed unsafe beyond what is reasonable, a decision will be made as to whether to cancel the event by the organiser on the day or as a joint committee decision.</li> <li>Each rider must make their own assessment of the conditions of the ground and take responsibility for their decisions.</li> </ul>	None	<p>2 x 3 =</p> <p>6</p> <p>(Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Adverse weather</b></p> <p>Fall from horse due to bad weather conditions</p> <p>Slip or trip of a person or horse due to bad weather conditions</p> <p>Risk of road traffic accident travelling to a SCRC event</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">3</p>	<p align="center">5</p>	<p align="center">15 (Medium)</p>	<ul style="list-style-type: none"> <li>• The weather must be assessed for suitability on the day of the riding club event.</li> <li>• Consideration should be made to the club venues and riding surfaces.</li> <li>• If the weather is deemed unsafe beyond what is reasonable, a decision will be made as to whether to cancel the event by the organiser on the day or as a joint committee decision.</li> <li>• Each rider must make their own assessment of the weather conditions and if it is safe to travel to the venue and take responsibility for their decisions.</li> </ul>	<p>None</p>	<p align="center">2 x 3 = 6 (Low)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Erection of PA Systems, Timing Equipment.</b></p> <p>Trips</p> <p>Electrocution</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">1</p>	<p align="center">3</p>	<p align="center">3 (Low)</p>	<ul style="list-style-type: none"> <li>• SCRC follow the club venues health and safety procedures.</li> <li>• The responsibility for ensuring that electrical equipment is safe and PATs tested lies with the venue being used.</li> <li>• Each venue is individually assessed for additional hazards</li> <li>• Any timing equipment must be erected where the cables will not be tripped over by horse or person walking the course.</li> <li>• Any timing equipment must be positioned where it is unlikely that a horse will run into it.</li> </ul>	<p>None</p>	<p align="center">1 x 1 = 1 (Low)</p>



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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Management of Fallen Rider, Injured Person or Injured Horse</b></p> <p>Rider may fall off a horse</p> <p>Horse may injure a person</p> <p>Horse may get injured whilst in vehicle, outside the vehicle or whilst being ridden</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">5</p>	<p align="center">5</p>	<p align="center">25 (High)</p>	<ul style="list-style-type: none"> <li>• SCRC follow the club venues health and safety procedures.</li> <li>• Each club venue is individually assessed for additional unforeseen hazards.</li> <li>• Each venue has a specific risk assessment which includes post code of venue, site map and emergency telephone numbers.</li> <li>• SCRC have a suitable and sufficient First Aid kit available at all training and competitive riding club events.</li> <li>• 999 emergency telephone number to be used in an emergency.</li> <li>• Emergency vet to be called for badly injured horses.</li> <li>• Designated responsible person to take charge and manage incident of injured person.</li> <li>• Accidents to be recorded in the club accident book.</li> </ul>	<p>To consider First Aid Course for SCRC event organisers.</p> <p>To discuss at next committee meeting</p>	<p align="center">5 x 3 = 15 (Medium)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Riding Horses</b></p> <p>Rider may fall off a horse</p> <p>Horse may injure a person</p> <p>Horse may get injured whilst being ridden</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">5</p>	<p align="center">5</p>	<p align="center">25 (High)</p>	<ul style="list-style-type: none"> <li>• SCRC plan riding club events taking into consideration emergency planning, specific venue hazards and safety controls.</li> <li>• Riders are required to conduct themselves and retain control of their horses so that they do not put themselves or others at risk.</li> <li>• Riders must only walk their horses in any area other than the designated training, practice or competition arenas.</li> <li>• Riders must obey SCRC rules.</li> <li>• Current standard riding hats: New standard PAS015 (2011) is required for 2016. For safety, riding boots and gloves must be worn for all riding activity, back protectors (BETA Level 3) must be worn for cross country and are strongly recommended in show jumping.</li> <li>• All dogs must be kept on leads at all times.</li> <li>• Stewards must ensure that spectators do not occupy arena entrances or exits. Riders must observe rules of etiquette and pass LEFT to LEFT in warm up arenas.</li> <li>• Riders are responsible for their own insurance for personal injury and injury to their horse.</li> </ul>	<p>To consider First Aid Course for SCRC event organisers.</p> <p>To discuss at next committee meeting</p>	<p align="center">5 x 3 = 15 (Medium)</p>

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p><b>Handling of Horses</b></p> <p>Escaping Horses</p> <p>Horse may injure a person</p> <p>Horse may get injured</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">3</p>	<p align="center">4</p>	<p align="center">12 (Medium)</p>	<ul style="list-style-type: none"> <li>• Horses must not be left tied up to vehicles unattended.</li> <li>• Horse owners and riders are required to conduct themselves and retain control of their horses so that they do not put themselves or others at risk.</li> <li>• Riders must only walk their horses in any area other than the designated training, practice or competition arenas.</li> <li>• Riders must obey SCRC rules.</li> <li>• Gates/arena doors must be closed in competition and training areas and in practice arenas where practicable.</li> </ul>	<p>To consider First Aid Course for SCRC event organisers.</p> <p>To discuss at next committee meeting</p>	<p align="center">2 x 2 = 4  (Low)</p>


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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<b>Housekeeping</b>  Illness  Trips	General Public, Competitors, Officials, Horses	1	1	1  (Low)	<ul style="list-style-type: none"> <li>• SCRC organisers must keep the arenas free of rubbish.</li> <li>• All riders, competitors and supporters must clean up after themselves and take their rubbish away.</li> <li>• SCRC organisers must ensure that the club venues are left in a tidy and reasonable state.</li> <li>• Rubbish bins to be used appropriately.</li> <li>• SCRC organisers must keep all pedestrian access routes and corridors free of clutter and trip hazards.</li> </ul>	None	1 x 1 =  1  (Low)

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Activity/Hazard	Who might be harmed and how?	Likelihood	Consequences	Risk rating without controls	Controls	Actions	Risk rating after controls
<p align="center"><b>Fire</b></p> <p>Fire in club venue</p> <p>Fire in horsebox</p>	<p>General Public, Competitors, Officials, Horses</p>	<p align="center">1</p>	<p align="center">5</p>	<p align="center">5  (Low)</p>	<ul style="list-style-type: none"> <li>• Event organisers must be aware of any fire exits, fire extinguishers, fire assembly points.</li> <li>• 999 must be called in the event of a fire.</li> <li>• Drivers and vehicle owners must take all reasonable steps to make sure that their vehicles are road worthy.</li> <li>• All horseboxes with cooking facilities must have a fire blanket and fire extinguisher in the living area.</li> <li>• Smoking is not permitted in any public buildings.</li> </ul>	<p>None</p>	<p align="center">1 x 3 =  3 (Low)</p>

This Generic Risk Assessment for SCRC is based on the hazards identified and the control measured used to reduce risk to a reasonable level with riding club activities.

Name of Assessors	Signature	Date	Review date
Isabel Burrows		31 <sup>st</sup> January 2020	31 <sup>st</sup> January 2021