

Girvan and District Riding Club Health and Safety Policy

Health and Safety Policy Statement:

Girvan and District Riding Club is strongly committed to encouraging all Members to take part in a range of equestrian activities in which the health, wellbeing, and safety of each individual is always our paramount concern. We arrange varying levels of training and competition and encourage members to participate according to their ability.

Health and Safety Policy:

Health and Safety is everyone's responsibility. In order to create a safe environment for participants, helpers and spectators at our events we encourage you to familiarise yourself with this policy, follow sensible rules for safe practices, and exercise common sense. This policy has been drawn up using the safety guidelines from the British Riding Clubs website and the Official Stewards and Organisers Handbook 2012, and you are encouraged to consult these if you would like further information.

We undertake risk assessments to anticipate potential hazards at all Club activities, and reasonable measures have been put in place to address and reduce these risks as far as possible.

A **Hazard** is: anything with the potential to cause harm.

A **Risk** is the chance that someone will be harmed by the hazard.

A **Risk Assessment** is a form recorded process to weigh up the suitability and safety of an activity identifying hazards and taking appropriate action to prevent harm or injury.

Girvan and District Riding Club is committed to the following duties:

- Undertake regular, recorded risk assessment of venues and activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by the assessment.
- Enable Members to access an appropriate level of training and competition.
- Ensure that all Members are aware of, understand and follow the Club's Health and Safety Policy.
- Appoint a competent Committee Member to assist with health and safety responsibilities.
- Ensure that normal operating procedures and emergency operating procedures are in place and communicated to all members.
- Provide access to adequate first aid, as detailed in the event risk assessment, at all times.
- Report any injuries or accidents sustained during any Club activity or whilst on venues used by the Club – the Accident Book to be held by the representative of the Club at all activities. Any serious injury or death must be reported within 24 hours to the following:

British Riding Clubs at Stoneleigh 02476 840590 or email s.phillips@bhs.org.uk

RIDDOR <http://www.hse.gov.uk/riddor/> - via online form or telephone 0845 3009923 Monday to Friday 08.30 to 17.00hrs or out of hours for incidents causing death or

multiple casualties on 0151 9229235. The address is Incident Control Centre, Caerphilly, CF83 3GG

Health and Safety Executive

- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

As a Club Member you have a duty to:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.
- Co-operate with the Club on health and safety issues, and observe all instructions issued by Club officials.
- Correctly use all equipment provided by the Club.
- Ensure you do not interfere with or misuse anything provided for your health, safety and welfare.

Girvan and District Riding Club would like to make clear to all Members and participants at Events that:

- Horse riding is a risk sport. We recommend that all participants have adequate insurance cover, including third party (public liability) cover.
- Organisers, Competitors, Spectators and Members participate entirely at their own risk.
- Club officials and Stewards are there at events to help maintain your safety. Please obey their advice and requests and be polite at all times.
- We ask that Members, Competitors and Spectators take reasonable precautions whilst attending ALL Club activities to ensure their own safety and the safety of those around them.
- Potential and actual health and safety hazards, risks, accidents and incidents must be reported immediately to a Club Committee Member or Official Steward.
- Access to first aid facilities and a first aider, telephone, and emergency services must be available at all Girvan and District Riding Club events. Speak to a Steward or Organiser if you require assistance. Emergency vehicular access must be maintained at all times.
- All accidents or incidents must be recorded without delay in the Girvan and District Riding Club Accident Book.
- Members must provide an up-to-date Emergency Contact so that these details can be held by Committee Members for use by event organisers in case of emergency.

Girvan and District Riding Club also requires that:

- Hat standards and dress rules as laid out in the British Riding Club Rule Book must be adhered to by all competitors, hats must be worn fastened at all times when mounted. Correctly fitted (in accordance with manufacturer's recommendations). Class 3 Body Protectors are compulsory for all cross country events and are recommended for show jumping.
- No vehicle is to be driven faster than walking pace at an event.
- Tethered horses must not be left unsupervised or tied to fences or gates during club activities.
- The field gate must be kept closed at all times when horses are on the field.

- Horses must not be lunged in competition or warm up areas.
- Horses must be ridden or led at walk outside the rings and must not be allowed to enter designated spectator areas
- Spectators are not allowed in warm up or competition rings.
- Riders must observe rules of etiquette and pass LEFT to LEFT in warm up areas.
- When using show jumping practice fences, fences must be jumped with the red flag on the rider's right. Show jumping practice fences must be no higher than the current competition class.
- Stallions must be identified to the Show Organiser, led by a bridle and wear stallion discs as per British Riding Club Rules at all times.
- Riders and Handlers must ensure that gateways and paths are not obstructed.
- Children are much less aware of danger than adults, and all children less than 17 years of age must be supervised by an adult at all times.
- Foul language must not be used and will not be tolerated at Club activities.
- No bicycles are allowed to be ridden at Club activities.
- Dogs must be kept on a lead at all times and please clean up after your dog.
- Any Member, Competitor or Spectator not willing to accept direction from Club Committee Members regarding Health and Safety issues may be excluded from the Club.

Policy date: June 2015

Review date: January 2016