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**A.I.R.C.**  
Association of  
Irish Riding Clubs



# Pathway for the Resumption of AIRC Activities

27<sup>th</sup> May 2020

Version 4

# Pathway for the Resumption of AIRC Activities

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## Introduction

Following the Government's publication of the "Roadmap for Reopening Society and Business" and Horse Sport Ireland's 'Equestrian Sport Ready' submission to Sport Ireland and the Government, this document outlines the Association of Irish Riding Clubs pathway for the resumption of activities on a phased basis.

Please note that the Association of Irish Riding Clubs CLG (AIRC) is not an expert body on pandemics and as such, all Government of Ireland and Health Authority information, guidelines and directives supercede this document.

This document has been put together with the purpose of informing our clubs as to how we are responding to the Covid-19 and to provide recommendations for what we believe is the best course of action for your club, officials and members.

Non-compliance with these measures and protocols will not be tolerated. Clubs should provide detailed instructions to their members informing them what will be required of them. Any individual found in breach of these should be asked to leave and should be barred from participation at future activities.

These measures and procedures are under constant review and updated as advice from the government, health authorities and governing bodies evolve in line with the gradual lifting of restrictions.

The protocols outlined in this document apply to members resident in the Republic of Ireland and also Northern Ireland.

## How Covid-19 Spreads

The virus that causes Covid-19 disease is spread from people in fluid and in droplets scattered from the nose or mouth of an infected person when the person with Covid-19 coughs, sneezes or speaks. The fluid or droplets land on objects and surfaces around the infected person. Other people contaminate their hands by touching these objects or surfaces and then bring the virus into contact with their eyes, nose or mouth by touching them with their contaminated hands. Covid-19 can also spread if droplets from an infected person land directly on the mucous membranes of the eye, nose or mouth of a person standing close to them.

It is still not known how long the virus survives on surfaces in different conditions. The period of survival may vary under different conditions (e.g. type of surface, temperature or humidity of the environment). Studies indicate that it can persist on surfaces for hours and up to several days in the absence of effective cleaning. Thorough and regular cleaning of frequently touched surfaces is essential. If disinfection is required it must be performed in addition to cleaning, never as a substitute for cleaning.

While people are most likely to pass on the infection when they have symptoms, current information suggests that some infected people spread the virus to others prior to developing or displaying symptoms themselves.

(Ref: [Return to Work Safely Protocol – Department of Business, Enterprise and Innovation](#))

### General procedures for those attending AIRC activities

1. Do not attend if you have symptoms of cough, cold, temperature or shortness of breath.
2. Do not touch your face whether you are wearing gloves or not.
3. Wash your hands as frequently as you can or use a suitable hand sanitiser (must be at least 60% alcohol based). You must bring your own hand sanitiser with you.
4. Observe the advised cough/tissue etiquette at all times.
5. Avoid going into areas where you do not need to go into or restricted areas.
6. Leave as soon as possible after your activity.
7. If you become unwell while at an activity, go immediately to your car and phone your GP or HSE 112 for expert advice.
8. Those over 70 years of age or if you are in an at risk group should follow the advice of the HSE. Click here to visit the [HSE's website for further information.](#)

Above all else these are the measures that will offer you the greatest protection:

1. Social distancing
2. Hand washing
3. Cough etiquette

## Physical / Social Distancing Behaviours

To protect against infection:

- ◆ Refrain from handshakes.
- ◆ Keep away from other people at all times.
- ◆ Do not share food or drinks.
- ◆ Wash your hands frequently with soap and water or hand-sanitiser where available, before and after eating, after going to the toilet, sneezing and coughing, etc.
- ◆ Cover your coughs and sneezes and dispose of any used tissue in a bin or bring it home with you.
- ◆ Avoid touching your face.
- ◆ Keep your distance from people who are obviously sick.
- ◆ Try not to touch any surfaces, but if you do, sanitise your hands as soon as possible.

## Tiered Approach to the Resumption of Activities

The return of activities will be introduced over a phased basis in line with the Governments Roadmap for Reopening Ireland and will involve a four tiered approach. This is to ensure the continued safety of our members, officials and volunteers.



**Tier 1 - 8th June 2020**  
**Club Training Activities**



**Tier 2 - 29th June 2020**  
**Regional Training Activities**



**Tier 3 - 13th July 2020**  
**All Activities**

*\* Dates are provisional and dependent on Government relaxing restrictions*

Any person displaying symptoms associated with Covid-19 (Fever, Cough, Shortness of Breath or Breathing Difficulties), people who have been in close contact of a confirmed case, people who are considered in a high-risk group, or those caring for somebody in a vulnerable category should not attend any AIRC activity.

The new norm will involve greater segregation and physical separation at our activities. As a result our activities will have to be smaller and, to maintain separation, will have to run slower. Social distancing will be necessary throughout this process.

## Fundamental Principles for the Resumption of Activities

1. *Compliance with current Covid-19 restrictions*  
The need for full compliance on a phased lifting of restrictions to ensure equestrian sport remains a 'low risk' activity.
2. *Personal Responsibility*  
Taking personal responsibility for your own safety and decision making.
3. *Risk Assessment*  
Clubs and organisers must assess the risks before running an activity.

## Key points of the Protocols for the Resumption of Activities

- ◆ Persons willing to attend an AIRC activity must conduct a risk assessment of their own situation to see how safe it is for them first.
- ◆ Club Officials must complete a similar Risk Assessment.
- ◆ Risk Assessments must be carried out by the Club Committee to include assessment of the suitability of the venue for social distancing requirements. (See appendix 2)
- ◆ Social distancing must be observed at all times, in all areas. Gatherings are not permitted.
- ◆ A Compliance Officer must be appointed for all activities and must be obeyed at ALL times.
- ◆ Vehicles must be parked at least 5m apart and parking spaces should be clearly identified in advance.
- ◆ Only those taking part in the activity should attend but may bring one additional person to assist them. This person must be registered with the organiser to facilitate contact tracing.

## Advance Preparation for Clubs

In preparation for the resumption of activities (Tier 1), your club should now begin to address the following:

- ◆ Make contact and liaise with your local venue.
- ◆ Identify if they can meet the requirements set out in Horse Sport Ireland's Submission for preparing venues prior, during and after equestrian activity.
- ◆ Identify if social distancing is possible.
- ◆ Identify if the venue can accommodate an isolation area should someone display symptoms at an activity.
- ◆ Prepare a plan for your club that incorporates the guidelines set out later in this document.
- ◆ Appoint a Club Covid-19 Compliance Officer.
- ◆ Acquire the following Personal Protective Equipment (PPE), Sanitisation and Hygiene Equipment. This should include but is not be limited to:
  - Hand Sanitiser
  - Hand Wash (Antibacterial if possible)
  - Paper Towels
  - Waste Disposal Bins and Bags (If not organised by the venue.)
  - Gloves
  - Face Masks
  - Plastic apron or covering
  - Antibacterial sprays, cleaners or wipes.



- ◆ Prepare detailed guidelines for members regarding the organisation of the activity and the protocols which they should follow.
- ◆ Clubs must ensure a log is maintained to include members names and the name of anyone accompanying them. It must also include the registration number of the vehicle in which they travelled to the show. This activity log must be kept for a period of at least 6 weeks to assist with contact tracing should the need arise. Ideally a steward at the gate, should record these details.
- ◆ Make sure that you have read and understand the Covid-19 Compliance Risk Assessment Form (See Appendix 2).
- ◆ Prepare signage for display at all activities. See appendix 1 for links to suitable signage.
- ◆ Ensure that all Club Officials are familiar with the most up-to-date procedures regarding safe use of gloves, masks, PPE and other sanitisation procedures.
- ◆ Discuss with the Covid-19 Compliance Officer the procedures for monitoring and maintaining compliance. Set out a cleaning procedure for equipment and spaces used during the activity.

This list is not extensive and clubs should assess the risks in respect of their own situation and apply additional safety procedures as required.

## Protocols for the Resumption of Activities including Competitions

The table below sets out a timeline for the gradual re-introduction of activities. It should be noted that any changes to the Governments Roadmap may result in amendments to the below table and clubs must ensure that they are using the most up-to-date version.

		Tier 1 Club Training Activities	Tier 2 Regional Training Activities	Tier 3 All Activities
1.1	<b>Approximate Date</b> <i>(Dependent on Govt)</i>	Monday 8 <sup>th</sup> June 2020	Monday 29 <sup>th</sup> June 2020	Monday 13 <sup>th</sup> July 2020
1.2	<b>Permitted Participants</b>	Groups of up to 15 riders including instructors	Groups of up to 15 riders including instructors, from the same region	Dependent on facilities to accommodate social distancing
1.3	<b>Type of Activity</b>	Instructor led training for club members only.  Online dressage shows permitted and must be run in accordance with AIRC rules for online shows.	Instructor led training for members in their region only.  Online dressage shows permitted and must be run in accordance with AIRC rules for online shows.	All permitted activities to resume.  Online dressage shows permitted to run until 24 <sup>th</sup> August and must be run in accordance with AIRC rules for online shows.
1.4	<b>Venue Type</b>	Outdoor or Indoor Arena	Outdoor or Indoor Arena	All relevant areas
1.5	<b>Travel Guidance</b>	Government guidelines up to 20 km or within same county must be adhered to.	No travel restrictions, depending on Govt guidelines	No travel restrictions, depending on Govt guidelines
1.6	<b>Social Distancing</b>	No handshaking and maintain social distancing, as per government guidelines, at all times	No handshaking and maintain social distancing, as per government guidelines, at all times	No handshaking and maintain social distancing, as per government guidelines, at all times

		<b>Tier 1 Club Training Activities</b>	<b>Tier 2 Regional Training Activities</b>	<b>Tier 3 All Activities</b>
1.7	<b>Gatherings</b>	Prohibited in all areas	Prohibited in all areas	Prohibited in all areas
2.1	<b>Compliance</b>	As per Horse Sport Ireland & HSE guidelines	As per Horse Sport Ireland & HSE guidelines	As per Horse Sport Ireland & HSE guidelines
2.2	<b>Parking</b>	5 metre distance between parking spaces to be observed	5 metre distance between parking spaces to be observed	3 - 5 metre distance (depending on local risk assessment) between parking spaces to be observed
2.3	<b>Access to Facilities</b>	No access to areas such as, tack room, viewing gallery, stable area, canteen, etc.  Toilets must be disinfected regularly during an activity, if open for use. The same person must monitor the facility regularly	No access to areas such as tack room, viewing gallery, stable area, canteen, etc.  Toilets must be disinfected regularly during an activity, if open for use. The same person must monitor the facility regularly	No access to areas such as tack room, viewing gallery, stable area, canteen, etc.  Toilets must be disinfected regularly during an activity, if open for use. The same person must monitor the facility regularly
2.4	<b>Signage</b>	All appropriate Covid-19 signage should be displayed at the entrance and in the appropriate areas of the venue..  Signage should be clearly visible.	All appropriate Covid-19 signage should be displayed at the entrance and in the appropriate areas of the venue..  Signage should be clearly visible.	All appropriate Covid-19 signage should be displayed at the entrance and in the appropriate areas of the venue..  Signage should be clearly visible.
2.5	<b>Catering / Refreshments</b>	No catering or refreshments permitted.	No catering or refreshments permitted.	Catering provided by external onsite suppliers who are compliant with HSE, Haccp, & Covid-19 protocols permitted.

		<b>Tier 1 Club Training Activities</b>	<b>Tier 2 Regional Training Activities</b>	<b>Tier 3 All Activities</b>
		<p>Individuals must bring their own food and beverages and consume them in their own vehicles.</p> <p>All food containers to be of a disposable material or else removed by the user.</p>	<p>Individuals must bring their own food and beverages and consume them in their own vehicles.</p> <p>All food containers to be of a disposable material or else removed by the user.</p>	<p>All food containers to be of a disposable material or else removed by the user.</p>
2.6	<b>Isolation Area</b>	<p>An isolation area must be prepared and ready for use in a small cordoned off area of the venue with chairs. PPE and sanitisation materials should be accessible in this area.</p>	<p>An isolation area must be prepared and ready for use in a small cordoned off area of the venue with chairs. PPE and sanitisation materials should be accessible in this area.</p>	<p>An isolation area must be prepared and ready for use in a small cordoned off area of the venue with chairs. PPE and sanitisation materials should be accessible in this area.</p>
3.1	<b>Personal Protective Equipment (PPE)</b>	<p>Suitable PPE to be available for officials &amp; volunteers</p>	<p>Suitable PPE to be available for officials &amp; volunteers</p>	<p>Suitable PPE to be available for officials &amp; volunteers</p>
3.2	<b>Hygiene / Wash Station</b>	<p>Hygiene stations prepared with spray bottles of disinfectant, paper rolls, disposable gloves etc. Alternatively hand washing facilities must be available and cleaned regularly.</p> <p>In any case those attending must also bring their own hand sanitiser.</p> <p>Compliance in this area is essential.</p>	<p>Hygiene stations prepared with spray bottles of disinfectant, paper rolls, disposable gloves etc. Alternatively hand washing facilities must be available and cleaned regularly.</p> <p>In any case those attending must also bring their own hand sanitiser.</p> <p>Compliance in this area is essential.</p>	<p>Hygiene stations prepared with spray bottles of disinfectant, paper rolls, disposable gloves etc. Alternatively hand washing facilities must be available and cleaned regularly.</p> <p>In any case those attending must also bring their own hand sanitiser.</p> <p>Compliance in this area is essential.</p>
3.3	<b>Waste Disposal</b>	<p>All PPE, sanitisation and hygiene equipment used must be safely and carefully disposed.</p>	<p>All PPE, sanitisation and hygiene equipment used must be safely and carefully disposed.</p>	<p>All PPE, sanitisation and hygiene equipment used must be safely and carefully disposed.</p>

		<b>Tier 1 Club Training Activities</b>	<b>Tier 2 Regional Training Activities</b>	<b>Tier 3 All Activities</b>
		Appropriate bins must be available on site.	Appropriate bins must be available on site.	Appropriate bins must be available on site.
3.4	<b>Face Coverings / Masks</b>			The wearing of face coverings or masks is recommended while attending equestrian events, except while mounted, when it should be worn around the neck.  This is for everyone's safety.
4.1	<b>Equipment</b>	Minimal equipment should be used. Where possible the Instructor should use their own equipment and move it themselves.  If assistance is required, one designated person should be assigned to assist wearing appropriate PPE.	Minimal equipment should be used. Where possible the Instructor should use their own equipment and move it themselves.  If assistance is required, one designated person should be assigned to assist wearing appropriate PPE.	See protocols for relevant discipline.  <i>These will be available at a later date.</i>
4.2	<b>First Aid / Fall of Rider</b>	If first aid is necessary, this should be administered until emergency services attend, if required.  First aider should assess the situation and where possible work from a social distance.	If first aid is necessary, this should be administered until the emergency services attend.  First aider should assess the situation and where possible work from a social distance.	If first aid is necessary, this should be administered until the emergency services attend.  First aider should assess the situation and where possible work from a social distance.

		<b>Tier 1 Club Training Activities</b>	<b>Tier 2 Regional Training Activities</b>	<b>Tier 3 All Activities</b>
		<p>First aider must have access to the appropriate PPE i.e. gloves, mask, coat etc.</p> <p>If a member of the injured party's household is present, they should administer the first aid under the guidance of the suitably qualified professional.</p> <p>The Safety officer should attend the site of the fall and record the details of the incident on the Incident Report Form.</p>	<p>First aider must have access to the appropriate PPE i.e. gloves, mask, coat etc.</p> <p>If a member of the injured party's household is present, they should administer the first aid under the guidance of the suitably qualified professional.</p> <p>The Safety officer should attend the site of the fall and record the details of the incident on the Incident Report Form.</p>	<p>First aider must have access to the appropriate PPE i.e. gloves, mask, coat etc.</p> <p>If a member of the injured party's household is present, they should administer the first aid under the guidance of the suitably qualified professional.</p> <p>The Safety officer should attend the site of the fall and record the details of the incident on the Incident Report Form.</p>
<b>5.1</b>	<b>Contact Traceability</b>	<p>Bookings must be taken in advance. Clubs must ensure a log is maintained to include members names and the name of anyone accompanying them (Maximum of 1 person). It must also include the registration number of the vehicle in which they travelled to the show.</p> <p>This activity log must be kept for a period of at least 6 weeks to assist with contact tracing should the need arise.</p>	<p>Bookings must be taken in advance. Clubs must ensure a log is maintained to include members names and the name of anyone accompanying them (Maximum of 1 person). It must also include the registration number of the vehicle in which they travelled to the show.</p> <p>This activity log must be kept for a period of at least 6 weeks to assist with contact tracing should the need arise.</p>	<p>Bookings or Entries must be taken online in advance. Clubs must ensure a log is maintained to include members names and the name of anyone accompanying them (Maximum of 1 person) including their contact information. It must also include the registration number of the vehicle in which they travelled to the show.</p> <p>Any changes to the details supplied with their entry must be updated in advance, where possible.</p>

		Tier 1 Club Training Activities	Tier 2 Regional Training Activities	Tier 3 All Activities
				<p>A steward must update the contact tracing log with those arriving at the venue, ideally at the main entrance.</p> <p>All officials and volunteers must have their contact details recorded with the event organiser in advance.</p> <p>This log must be accurate for the purposes of contact tracing and must be kept for a period of at least 6 weeks to assist with contact tracing should the need arise.</p> <p>Organisers should risk assess their own situation and apply additional procedures as required as this list is not exhaustive.</p>
6.1	<b>Payments</b>	<p>All payments should be processed online in advance of the activity.</p> <p>Cash may be given, if exact amount is in an envelope and clearly named.</p>	<p>All payments for activities to be processed online in advance of the activity.</p>	<p>All payments for activities including competitions to be processed online in advance of the activity or competition.</p>

## Protocols for resumption of Competitions (Tier 3)

### 7. Day of the Activity / Competition

- ◆ A list of the entrants and non-riding personnel will be checked by the car parking attendant when entering the venue. This complies with the contact tracing protocol (see 5 above)
- ◆ Anyone who is not listed and is not accompanying a rider will be prohibited from entering the venue.
- ◆ If a Secretary's Office is required, it must have a perspex screen or similar to ensure minimum community contact. The screen should have an area at the bottom so paperwork can be passed safely underneath.
- ◆ Distances of 2m will be marked outside the office to ensure social distancing measures are adhered to.

### 8. Officials & Officials Equipment

- ◆ Any briefings should be held in advance of the activity, via an online platform such as Zoom, or in a quiet area where social distancing can be maintained. If necessary a briefing, for fence stewards in cross-country, may be split in to a number of phases if there is not enough space to do so in one go.
- ◆ All equipment must be sanitised with disinfectant wipes before it is given out.
- ◆ Sharing of equipment is to be avoided. However, where this is unavoidable the equipment must be sanitised with disinfectant wipes.
- ◆ All equipment must be sanitised and disinfected on return.
- ◆ Stewards equipment should be prepacked and ready for collection.

### 9. Competitors

- ◆ Competitors must read the protocols for their relevant competition discipline, ensuring that all of the protocols are understood and adhered to.
- ◆ Arrive punctually for the start time of the competition.
- ◆ Follow the direction of the stewards.
- ◆ On completion of the competition, competitors must proceed to cool down the horse directly in the space allocated (if relevant) and return to their vehicle in the parking area.
- ◆ As soon as the competitor is finished competing and they have untacked and loaded their horse or pony, they should leave the venue. There should be no hanging around or spectating. All activities will operate under a Ride and Go policy.

### 10. Dressage

#### 10.1 Competitor Information

- ◆ Times, competitor numbers and arena details will be published online in advance of the competition or emailed to competitors.
- ◆ A map containing a detailed layout of the venue should also be available online or issued to competitors in advance.

#### 10.2 Dressage Judges / Scribes

- ◆ Dressage judges must be given their details in advance of the show.
- ◆ Dressage Judges will judge from their own car parked at the competition arena or suitable box if available. If a judges box is being used a perspex screen must be installed to separate the judge and scribe.



- ◆ Dressage Judges may provide their own scribe (ideally from their own household) to limit community transfer. If this is not possible, a scribe will sit in another vehicle with direct communication to judge (radio/headset). If neither of those options are possible, the judge may judge the test with no comments recorded on the test sheet with the exception of overall comments.
- ◆ Pens must be sanitised, and judge/scribe to have their own pens – no sharing of equipment.
- ◆ With agreement from the judge, the scribe could sign the sheet.

### 10.3 Warm Up Area

- ◆ Only one trainer can accompany a competitor in the warm-up area.
- ◆ Remember social distancing and leave enough space.

## **11. Show Jumping**

### 11.1 Judges Box

- ◆ Social distancing should be practiced at all times.
- ◆ Judges should bring their own personal protective equipment; however, the organising committee may need to offer personal protective equipment products.
- ◆ One judge may oversee the competition in the judges' box at any one time for the period of Covid-19.
- ◆ A judge may bring a family member as a scribe. This would be the ideal situation.
- ◆ For larger competitions, it is advised to use the minimum number of judges in line with AIRC rules.
- ◆ Each Judges Box should be assessed and appropriate measures taken to ensure the safety of those judging on the day. Consideration should be given to the provision of face visors, and personal protective equipment to ensure that the risk to these Officials is negated. Perspex screens may be used in some cases.
- ◆ Approved hand sanitiser gel should be available in judges' boxes.
- ◆ Consult with your Judges to ensure they are comfortable with the arrangements provided.

### 11.2 Course Walks

- ◆ Course walks will be allowed at intervals, in small groups. The numbers permitted in the arena should be determined by your risk assessment to allow for social distancing, etc.
- ◆ Fence materials and entrance or exit gates should not be touched during the course walk.

### 11.3 Warm Up Area

- ◆ A call up steward will supervise the arena. They should be provided with the appropriate personal protective equipment.
- ◆ Appointed fence stewards should raise and lower fences on instruction of the rider or their trainer.
- ◆ One assistant per competitor is permitted to be in the warm up area at any one time, the assistant will only enter the practice arena when their rider is ready to start jumping to keep the number of people in the practice arena to a minimum at all times. All competitors must take responsibility for pocket etiquette and health and safety regulations.
- ◆ Only up to six horses allowed in the practice arena at any one time. However, with smaller or larger arenas these numbers may decrease or increase.
- ◆ One system for warming up, either clockwise or anti-clockwise.
- ◆ There should be two practice fences in the arena, one oxer and one parallel. They should be placed a minimum of 4 metres apart where possible.  
Safety barrier in between fences.

- ◆ In eventing, competitors will warm up for the show jumping and cross-country phase at the same time. Upon completion of the show jumping round, the competitor is to proceed to the start of the cross-country course.

#### 11.4 Competition Arena

- ◆ Depending on the system, two competitors to be in the ring at any one time. If possible, utilise separate entrance and exit gates.
- ◆ If this is not possible, ensure the pocket waiting area is kept clear to minimise contact between competitors.

### **12. Cross-Country**

- ◆ Numbers may need to be restricted so as not to exceed the government restrictions for outdoor events. This will be determined by your risk assessment.
- ◆ Competitors may arrive two hours before their dressage time. During this time, they have to walk both the show jumping and cross-country courses. This will be their only opportunity to do so.
- ◆ A map of the course should be made available online prior to the day of the event.
- ◆ No contact or touching of fences is permitted.
- ◆ One trainer may only accompany a rider when walking the cross-country course.
- ◆ Fences judges may be located in a way so they can judge multiple fences. This is to limit the number of people on site.

### **13. Sheet Collection**

- ◆ All scoring sheets are to be placed in an envelope after each class and returned to the scorers.
- ◆ Depending on your risk assessment, the score sheets may also be collected at intervals. The sheets must be placed into an envelope for collection.

### **14. Scoring**

- ◆ There will be no main score board to discourage social gatherings. All results will be posted online.
- ◆ Scorers, if not from the same household, must observe social distancing of 2m minimum.
- ◆ It is advised that a window must be open to allow fresh air to circulate.
- ◆ Hand sanitiser must be available and used regularly.
- ◆ No sharing of equipment.
- ◆ No dressage sheets will be available for collection after the event.

### **15. Queries & Results**

- ◆ Queries will be accepted within a timeframe announced by the organisers, from the publication of the provisional results online.
- ◆ Provisional results must be published online at a specific time and this must be a realistic time for competitors to view them. A three-hour window must be available to competitors to lodge a query should they have any.
- ◆ Official results will be published online thereafter

### **16. Prize Giving**

- ◆ There will be no prize giving ceremony.

## C-19 Compliance Officer

Although the committee of the riding club is ultimately responsible for ensuring all protocols for the safe resumption of our activities in respect of Covid-19 are implemented, a C-19 Compliance Officer must be appointed for each activity.

The C-19 Compliance Officer will have the additional responsibilities of policing social distancing and will act with the full authority of the club committee.

It is important that the right person is appointed/selected as a C-19 Compliance Officer. They must be a member of an affiliated club.

We must all remember that social distancing compliance is the responsibility of everyone.

### Role

1. The role of a C-19 Compliance Officer is to monitor activities to ensure social distancing and hygiene rules are being maintained to protect health and reduce the spread of the C-19 virus.
2. These key personnel should be clearly identifiable onsite with a distinguishable high viz vest written on them.
3. The person undertaking the role should receive training in what the role will entail.
4. Ensuring compliance to the 2m social distancing rule and good hygiene is not the sole responsibility of the C-19 Compliance Officer.
5. A C-19 Compliance Officer must not put themselves at risk while carrying out their duties.
6. C-19 Compliance Officers must have a structure or framework to follow within the organisation to be effective in preventing the spread of Covid-19.
7. This structure must be regularly audited and managed to ensure it works and protects all onsite. Failure to take it seriously could result in an outbreak of Covid-19 onsite.

### Responsibilities

The responsibilities and duties of the C-19 Compliance Officer fall broadly into 2 categories:

1. Proactive Day to Day Duties
2. Reactive Emergency Duties
  - ◆ Being a constant onsite presence to monitor compliance with social distancing between all participants. In instances where there is non-conformance with social distancing the C-19 Compliance Officer is to intervene.
  - ◆ Maintain a log of regular monitoring of Covid-19 controls on site.
  - ◆ Ensure there is sufficient up-to-date signage erected onsite to educate all personnel about the Covid-19 controls on site.
  - ◆ At all times promote and coach good hygiene practises.
  - ◆ Ensure regular cleaning of welfare facilities, handrails, door handles, etc. is undertaken.
  - ◆ Ensure hand wash liquid/soap and hand sanitisers are replenished as required. Check hot water and hand drying facilities are available onsite.
  - ◆ Make representations to event organisers with regards to any Covid-19 concerns raised by participants.
  - ◆ Ensure site personnel are adhering to staggered.

- ◆ Report any areas of non-compliance to site management and ensure these are addressed.
- ◆ Consider the provision of additional controls for exceptional circumstances.
- ◆ Keep up to date on HSE and WHO guidelines.

While the main role of the C-19 Compliance Officer is to prevent the spread of Covid-19 onsite, there is the potential where an individual onsite may experience Covid-19 symptoms and where the C-19 Compliance Officer needs to react.

In a reaction position, their responsibilities include:

- ◆ Informing Event Organisers if there is a confirmed case or if they have been made aware of an individual with Covid-19 symptoms.
- ◆ Isolating away from other personnel.
- ◆ Following site protocol for individuals with Covid-19 symptoms. (i.e. send home, inform them to contact GP).
- ◆ Assisting in contact tracing should there be a confirmed case of Covid-19.

## **Appendix 1 – Useful Links and Additional Resources**

### Government and Public Health

- [Health Service Executive](#)
- [Department of Health](#)
- [Health Protection Surveillance Centre](#)
- [European Centre for Disease Prevention and Control](#)
- [World Health Organisation](#)
- [Health & Safety Authority](#)

### Equestrian and Agriculture

- [Horse Sport Ireland – Covid-19 Information](#)
- [Department of Agriculture – Coronavirus Covid-19 Information](#)

### Useful Documents

- [Horse Sport Ireland Equestrian Sport Ready Submission](#)
- [Government Roadmap for Reopening Society and Business](#)

### Posters and other materials for display

- [Covid-19 Symptoms](#)
- [Covid-19 How to Prevent Coronavirus](#)
- [Covid-19 Hand Hygiene](#)
- [Covid-19 Hand Washing](#)
- [Covid-19 Social Distancing](#)
- [HSI Equestrian Signage](#)

## Appendix 2 – Sample Risk Assessment

### AIRC Venue Risk Assessment - COVID-19

*To be used in conjunction with current government guidelines. This should be used in addition to and in conjunction with usual risk assessment protocols and not in isolation.*

Date	Individual Completing Risk Assessment	Comments

#### Risks Identified:

- Infection through lack of social distancing
- Infection through inhalation of droplets from infected individuals
- Infection through the touching of a surface, object or hand of an infected person that has been contaminated with respiratory secretions
- Vulnerable or 'at risk' individuals

Hazard / Risk	Affected persons	Control measures – used to mitigate risk Immediate and long term	Risk Rating (High / Medium / Low)	Comments
<b>Environment</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- Risk of contracting the virus from contact with surfaces or droplets in confined areas/sneezing/droplets in saliva/nasal discharge – always maintain social distancing whilst on the yard and avoid contact with surfaces.</li> <li>- Activities to take place in an arena/space.</li> <li>- Hand washing protocol to be followed upon arrival and departure at the venue. Where necessary disinfecting procedures may need to be followed on departure.</li> <li>- Always provide disposable gloves and a face mask for club officials in case of emergency (i.e. providing first aid where a family member is not present to assist the injured party).</li> </ul>	Low	

<b>Hazard / Risk</b>	<b>Affected persons</b>	<b>Control measures – used to mitigate risk Immediate and long term</b>	<b>Risk Rating (High / Medium / Low)</b>	<b>Comments</b>
		<ul style="list-style-type: none"> <li>- Venue to be prepared for the lesson/clinic at a quiet time or on a day where the venue traffic is minimal and no other service providers (i.e. vets/farriers/feed merchants) are in the vicinity, where possible.</li> </ul>		
<b>Parking</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- 5 metre distance between parking spaces to be observed</li> <li>- Limit on only one person with each participant where possible</li> <li>- Social distancing to be observed</li> <li>- Parking steward to oversee area</li> </ul>	Low	
<b>Arena</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- Lessons limited as per government guidelines.</li> <li>- Trainer to avoid entering areas of the yard other than the arena where possible.</li> <li>- It may be necessary for a member of the rider’s household to assist with mounting and to complete safety checks for the trainer to see, whilst maintaining social distancing. Otherwise the rider should complete these themselves, where possible.</li> <li>- If first aid is necessary, this should be administered until the emergency services attend.</li> <li>- If a member of the injured party’s household is present, they should administer the first aid under the guidance of the suitably qualified professional.</li> <li>- Activity should remain within the client’s capabilities and not present unnecessary risk of injury.</li> <li>- Sharing of equipment should be avoided and all equipment should be cleaned sufficiently between uses, using standard cleaning products</li> </ul>	Low	
<b>Payment</b>	Officials and members	<ul style="list-style-type: none"> <li>- Payments, entries and bookings to be taken by electronic means. Handling of cash to be avoided to minimise risk but exact fee accepted in an envelope for club activities only.</li> </ul>	Low	
<b>Eating/drinking</b>	Officials, members,	<ul style="list-style-type: none"> <li>- Individuals to supply their own food and drink for the whole day, where possible.</li> <li>- If other food/drink is accepted, use disposable items where possible.</li> </ul>	Low	

<b>Hazard / Risk</b>	<b>Affected persons</b>	<b>Control measures – used to mitigate risk Immediate and long term</b>	<b>Risk Rating (High / Medium / Low)</b>	<b>Comments</b>
	volunteers and visitors	<ul style="list-style-type: none"> <li>- All food containers to be of a disposable material or else removed by the user.</li> </ul>		
<b>Toilets/hand washing facilities</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- The venue should provide toilet and hand washing facilities for the visitors, should they be required whilst on site, and cleaned thoroughly following use.</li> <li>- A cleaning record should be visible in the facilities, detailing all areas which should be cleaned.</li> <li>- Hand washing should be completed in accordance with government guidelines.</li> <li>- Where soap and water are not available, hand sanitisers (of at least 60% alcohol content) should be provided/carried.</li> <li>- At the point of arranging lessons/clinics, the yard must be made aware of intentions to comply with government guidelines and changes to procedures whilst on site. Both parties should agree this new procedure.</li> </ul>	Medium	
<b>Communication</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- Communication (posters/signage etc.) should be clearly displayed to detail the danger of Covid-19 and the relevant guidance e.g. symptoms, social distancing measures, health and hygiene requirements etc.</li> </ul>	Low	
<b>Infection</b>	Officials, members, volunteers and visitors	<ul style="list-style-type: none"> <li>- If an individual is feeling unwell and has any of the following symptoms, or feel they may have contracted Covid-19, the activity must be cancelled/postponed for a minimum of 14 days.</li> <li>- Symptoms include, but are not limited to - high temperature, shortness of breath, breathing difficulties, cough.</li> </ul>	Medium	

### Summary

This is not an exhaustive list and we highly recommend that you complete a full risk assessment for your venue. This resource provides guidance and does not constitute formal professional advice.



Whilst we must all ensure that we comply with the government's guidelines in order to fight Covid-19 and safeguard the health services, we must also attend to the welfare of animals and the needs of riders. Every effort should be made to minimise risk and this risk assessment should provide evidence of a considered, practical approach to returning to provide training and lessons for horses and riders in a safe manner.

Similarly, we are aware that emergency services are under great pressure at this current time and therefore riding activity should be contained within the limits of what is comfortable and safe to do.

**Main Points:**

- All activity must be conducted in accordance with government guidelines, and social distancing guidelines must always be adhered to.
- Yard/venue must have a limited amount of traffic and service providers on site at any one time.
- Longer time should be allocated to the planning of each session, allowing for the departure arrival of the next participants to avoid contact.
- Allow sufficient additional time between sessions for handwashing and cleaning procedures where necessary.
- Participants should be given enough time on arrival and departure to prevent overlapping of sessions and contact with others.
- Where possible, consideration should be paid to the interaction of multiple participants attending the venue at the same time.
- Due consideration should be paid to parking arrangements, as well as the loading/unloading of horses to maintain social distancing and avoid unnecessary contact.
- Where practicable it may be advised that riders attend with another member of their household who is able to complete safety checks, assist from the ground and provide emergency first aid (should this be necessary), in order to maintain social distancing. No other person(s) should be in attendance.
- All payments should be made electronically prior to attending the venue, to avoid any unnecessary delay to departure at the end of the session.
- Any visitor who displays any symptoms or suspects they may have contracted Covid-19 must inform the venue immediately.
- Participants should only travel short distances to their closest venue and should travel on their own, or with a member of their own household.
- Participants should avoid making any unnecessary stops on route, other than for fuel if required.

- Participants should only be permitted access to the riding areas and car/lorry parking, minimising contact to all other areas.
- Participants should ensure that designated arrival and departure times are adhered to and they do not come into contact with any other visitors on site.
- Toilet and handwashing facilities to be provided at venues for Participants, in accordance with recommended hygiene measures, and cleaned regularly.