



## Safety Statement

This Safety Statement complies with the requirements of the Safety, Health and Welfare at Work Act 2005 and its sub-ordinate regulations.

### Health and Safety Policy

It is the policy of the A.I.R.C. to safeguard the safety, health and welfare of its employees, sub contractors, paid/unpaid officials, instructors, volunteers, members, their families, visitors or anyone else, including members of the general public who may be affected by the activities of the Association.

The requirements of the Safety, Health and Welfare at Work Act 2005 and associated legislation are accepted as being the minimum requirements and where reasonably practicable, higher standards will be attained.

The main objectives are:

- Prevention of personal injury
- Prevention of damage to property from accident or fire
- Protection of the environment

These will be achieved by:

- Designing, providing and maintaining the necessary organisational structure with systems and procedures to manage health, safety and welfare throughout the A.I.R.C. organisation effectively and efficiently.
- Providing and maintaining safe plant and equipment for use by, or on behalf of, the A.I.R.C. and ensuring that procedures are in place to maintain them in good working order.
- Designing, providing and maintaining safe systems of work at A.I.R.C. that are without risk to persons, property or the environment and by implementing a practical and effective monitoring procedure.
- Designing, providing and maintaining systems for the safe transportation, handling and storage of substances and equipment.
- Ensuring all premises used by the A.I.R.C. are safe and are provided with a safe means of access and egress.
- Designing, providing and maintaining safe work environments with adequate facilities that are without risk to health.
- Ensuring sufficient information, instruction, training and supervision is provided throughout the A.I.R.C. organisation to enable people to fulfil their duties without unnecessary risk to their own, their colleagues or other people's health, safety and welfare.

Health and Safety is to be given priority over any other A.I.R.C. activity.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Chairman, Association of Irish Riding Clubs.

## **1. Safety, Health & Welfare Responsibilities**

The Executive Committee of the A.I.R.C. are ultimately responsible for all safety, health & welfare issues concerning the A.I.R.C.

### The Chairman/Manager/Administrator

The Chairman/Manager/Administrator are responsible for:

- Implementing the health, safety and welfare policy within the Association.
- Ensuring the policy is kept under review and revised as necessary.
- Ensuring all members of the Executive Committee and National Committee and all existing Chairmen of affiliated riding clubs are in receipt of the latest revision of the Associations Safety, Health & Welfare Policy.
- Providing appropriate training and guidance to employees of the AIRC, Members of the AIRC Executive Committee and National Committee, Chairmen of registered Riding Clubs, all other AIRC officials and volunteers to enable them to undertake their health & safety duties with confidence.
- Ensuring all Safety, Health & Welfare matters are correctly addressed at all national competitions in accordance with the Competition Safety Check List.

### National Committee

National Committee members are delegated the following tasks:

- Ensuring newly appointed Chairmen of registered Riding Clubs are in receipt of the most current Safety, Health & Welfare Policy prior to their appointment and that any questions they may have concerning the application of the policy is answered, in writing either by the National Committee member or by the Manager/Administrator.
- Ensuring all Safety, Health & Welfare matters are correctly addressed at their region's competitions and the Competition Safety Check List has been completed.
- Ensuring a construction work safety check list and risk assessment has been completed for any planned work that is mentioned on page 9 of this policy under the heading "Construction Work (Buildings and Cross Country Fences)

### Chairman of registered Riding Clubs

The Chairman is the most senior official within an affiliated riding club structure and therefore is responsible for the function of Safety and Health with their branch.

In situations where the Chairman cannot be present, an A.I.R.C. official or competent adult must agree to deal with any Safety and Health matters that are left outstanding or that may arise.

### Employees, contractors, paid and unpaid officials, instructors & volunteers

- Must take all reasonable care for the health, safety & welfare of themselves and others who may be affected by their actions or omissions.
- Must co-operate fully with the A.I.R.C. and its officials on all health, safety and welfare issues.
- Must not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety & welfare.
- Must use correctly and as intended all work items, procedures and personal protective equipment provided by the A.I.R.C. (or other employers), in accordance with the training and instructions given and report any loss or defect immediately.
- Must inform the most senior A.I.R.C. official present of any situation they consider represents danger or could result in harm to themselves or others.
- Must inform the most senior A.I.R.C. official present of any failings or shortcomings as regards health, safety and welfare.

### Contractors

All Contractors employed by the A.I.R.C. must comply with the requirements of the A.I.R.C. Safety Statement and safety management systems.

The contractor will be required to submit a Safety Statement, safe management systems and insurance details prior to commencing work.

The Contractor shall provide:

- Details of any equipment, plant/machinery, to be used by contractors and an agreement for storage arrangements of this plant or equipment during the work.
- Details of the schedule of work and identify their safety responsibilities.
- When using specialized equipment or equipment subject to statutory provision to provide test/inspection certificates and proof of the operator's competency.

The A.I.R.C. shall provide Contractors with:

- A copy of the A.I.R.C. Safety Statement or other relevant site safety documents.
- Information regarding reporting accidents/incidents or any safety issue.
- Checklist/details of PPE (personal protection equipment)/Safety equipment used.
- All PPE/Safety equipment to be provided by contractor.
- Information regarding reporting accidents/incidents or any safety issue.

### Visitors

- All visitors must report to competition secretaries office
- Unauthorised access to A.I.R.C. premises including temporary accommodation/office at competitions/training events and work equipment is prohibited.
- Any non-employee/visitor in our premises or at our work site at competitions/training events must comply with our safe systems of work.
- No person may remove damage or recklessly interfere with any provision provided for health and safety purposes.

## **2. Consultation & Communication**

- A copy of the Safety Statement will be kept at the Associations National Office and will be available on [www.airc.ie](http://www.airc.ie). The A.I.R.C. will disseminate relevant information from the statement.
- A written record of all safety data distributed will be kept by A.I.R.C. Health & Safety management requires the full co-operation and commitment of all employees, paid and unpaid officials and volunteers.
- All employees, paid and unpaid officials and volunteers will participate in regular safety briefings and training courses.
- Any important safety information will be distributed in writing to employees.
- A safety training plan will be produced, implemented and overseen by the Executive Committee.
- Chairmen of registered Riding Clubs are instructed to contact National Office directly over health and safety matters in order that safety issues may be dealt with as they arise.
- Specific policies and safety check lists have been developed for the activities detailed below and will be issued by the A.I.R.C. to Chairmen and where appropriate Regional and Championship competition organisers:
  - Volunteer working parties
  - Club competitions (Show Jumping, Dressage, Eventing, etc.)
  - Training days

General health and safety information will be distributed via [www.airc.ie](http://www.airc.ie) and on mail shots from National Office to Club Secretaries.

Health, Safety, and Welfare will be added to the agenda of the following meetings.

- Club Committee meetings
- Regional Committee meetings
- Discipline meetings
- National Committee meetings
- Executive Committee meetings

All points raised must be documented and brought to the attention of the Chairman and Manager/Administrator.

### **3. Training**

Revision 1 of this Safety Statement was presented to the Executive Committee in May 2003. The principles of the policy and the Safety, Health & Welfare at Work Act 1989 were explained along with guidance on Risk Assessment.

Revision 1 of the Safety Statement was mailed to all Club Secretaries holding office during 2003. It was also available on [www.airc.ie](http://www.airc.ie).

This will be followed by a series of National Committee member organised induction/training meetings held throughout the country during 2003. The principles of the policy and of the Safety, Health and Welfare at Work Act 1989 will be explained along with guidance on Risk Assessment.

Subsequent revisions will be discussed and presented at Executive meetings.

Further safety and health training will take place in subsequent years with the early emphasis being placed on Risk Assessment. This will take place at Regional Meetings, Conferences and Training Days.

All future training will be carried out in accordance with the requirements of the Safety, Health and Welfare Act of 2005, the General Applications Regulations of 2007 and any other relevant legislation.

No person should be asked or allowed to carry out a task for the first time unless they have been given the relevant information and training to enable them to carry out that task safely.

Where technical knowledge and competence are required, provision must be made for selected representatives of the A.I.R.C. to receive the appropriate training. Where it is considered more appropriate, trained contractors may be recruited to carry out those duties. Records of training provided by the A.I.R.C. will be held at National Office.

### **4. Safety, Health & Welfare Monitoring**

The effectiveness of the policy will be measured against the number and type of incidents reported to National Office. These will be discussed by the Executive Committee from time to time.

### **5. Incident Reporting**

A laminated sign should be displayed at every A.I.R.C. activity informing those attending that they must report any of the following incidents to the secretary or organiser of that event on the day.

- Property or vehicle damage
- Personal injuries
- Personal illness

Any such reported incident must be recorded on an Incident Report form (F07/11) (see below for clarification) and brought to the attention of the Club Chairman, Regional Representative or Chairman (whichever is relevant).

There are three main reporting and recording procedures:

- i. Accidents resulting in property damage or injury to people, **that were not caused by or did not involve horses or ponies**, and illness associated with A.I.R.C. activities (i.e. food poisoning) must be recorded in Club Incident Book.
- ii. Accidents resulting in property damage or injury to people, **that were caused by or involved horses or ponies**, must be recorded on the Incident Report Form (F07/11).
- iii. In addition to the above, serious injuries that involve anyone being taken to hospital, or an employee **being unable to work for three days or more**, have to be reported to the Health and Safety Authority.

If a reportable injury is sustained, National Office must be informed and a copy of the reporting form forwarded to the Manager/Administrator.

The Regional Representative, or an official appointed by the Chairman/Manager, may investigate any incidents and accidents reported to the Association. This will be in addition to any investigation carried out by the Health and Safety Authority.

The responsibility for the initial notification to the Health and Safety Authority rests with the Club Chairman, but if you are unsure, please contact National Office.

## 6. First Aid

The A.I.R.C. recommends that a trained first aider be in attendance at normal A.I.R.C. activities such as training days, club nights, competitions, and preparation for competitions, etc.

The following section applies to employees, contractors, officials, (paid & unpaid) and volunteers involved in A.I.R.C. activities, where suitable first aid facilities (i.e. Order of Malta, St. John's Ambulance, Civil Defence) do not already exist as part of the A.I.R.C. activity.

There must be available a first-aid box (identifiable by being marked with a white cross on a green background) equipped to at least the following standard:

- 20 individually wrapped sterile adhesive dressings of various sizes
- 6 medium (12cm x 12 cm) individually wrapped, sterile non-medicated dressings
- 2 large (18cm x 18 cm) individually wrapped, sterile non-medicated dressings
- 4 individually wrapped triangular bandages (preferably sterile)
- 2 sterile eye pads
- 6 safety pins
- Several pairs of disposable gloves
- Individually wrapped, moist cleansing wipes for abrasions etc.
- 1 litre of sterile water, or commercial equivalent solution, for use where running water is not immediately available for eye irrigation.

It is strongly recommended that a trained first aider be in attendance at organised activities and they should have immediate access to a telephone.

The level of medical cover required will depend on the activity involved and is determined in the Rules of the Association (D04/12).

## 7. Welfare

Clubs should ensure that adequate welfare facilities are provided for the type and duration of the A.I.R.C. activity being organised. Consideration should be given to the expected number of people, time of year, venue and activity involved. Clubs should aim to provide a rest area, drinking water, toilet and washing facilities.

Catering will also need to be considered for larger scale activities such as inter-club competitions etc. The following are examples of how these objectives may be met for various A.I.R.C. activities:

- Using existing catering, toilet and washing facilities (i.e. commercial riding schools, colleges, farm or public facilities)
- By providing mobile catering such as burger vans, branch run food stalls and temporary toilet and washing facilities such as portaloos. Camping equipment may also be used where low numbers of people are involved.
- When caterers are used it is important to ensure that the caterer is insured, uses HACCP trained employees and has appropriate cleaning, washing, and food preparation facilities.
- Where short periods of activities are planned and no facilities are provided, it is advisable to state this on your activity programme so people can make their own arrangements.

## 8. Risk Assessment

A risk assessment is an evaluation of a task or activity to determine the likelihood of physical harm occurring. It is a mandatory requirement whenever physical work activities are planned (i.e. constructing a cross-country fence, building a show jumping course)

Risk Assessments fundamentally require five stages:

- i. Identification of Hazards (situations or items that have the potential to cause harm)
- ii. Evaluation of Risk (the likelihood of harm occurring)
- iii. Identifying who is at Risk
- iv. Controlling the Risk
- v. Documenting the appropriate details.

The amount of information required for a risk assessment will depend upon the occasion. Moving a set of show jumps will require less than building a cross-country fence for example. The following example is designed to help you understand the principle of carrying out a risk assessment, using a subject you are familiar with. You are to hold a training day in a field that has several disused farm-implements, most of which are partially hidden under a substantial growth of vegetation. These would constitute a hazard to horse and rider. The smaller the field, the greater the risk.

Various methods could be employed to control the risk.

- i. Do not hold the training day in this field – hazard and risk removed
- ii. Remove the offending implements out of the field – hazard and risk removed
- iii. Fence the implements off – risk removed
- iv. Rope the implements off – risk reduced, but not eliminated
- v. Identify the area with road cones and warn people – better than nothing but risk still present.
  - Electric shock
  - Electric burns
  - Fires of electrical origin
  - Electric arcing
  - Explosions caused by or initiated by electricity.

Only competent persons with the necessary technical knowledge and training are to be engaged for electrical work. All electrical systems must be inspected and tested by an electrical contractor, and

a report or certificate of its condition obtained. The electrical contractor will determine the period of retest.

Records of examination, testing and maintenance work, plus associated certificates relating to electrical systems and equipment must be retained by the affiliated Club concerned for at least the life of the electrical system concerned.

#### Portable Electrical Appliances

Cables, plugs and sockets of electrical equipment should be checked prior to each day's use; equipment must not be used until defects are rectified and protected from further damage.

Portable and transportable electrical equipment must be inspected and tested by a competent person in accordance with the appliance's recommended testing programme. Each item of equipment should be identified with a serial number and a register maintained by the Club.

In addition, each item of equipment must have a "status label" affixed identifying when the equipment was last inspected and when it is next due. Where testing is found to be "out of date", this should be reported to the Club Chairman and that item not used until re-tested.

Portable electrical tools, and equipment with trailing leads, are to be positioned and used in such a manner that the tool, equipment or trailing lead does not create a risk of injury to the user or to any other person.

Particular attention must be paid to temporary services at events to ensure they are free from danger and positioned so as not to create a hazard to other workers, visitors or the general public.

Where possible, use battery operated equipment. Where this is not possible, fit Residual Circuit Devices (RCD circuit breakers) **N.B.** Only use 110 volt electrical equipment when working outdoors.

### **9. Vehicles**

Operators and owners are responsible for the vehicle's operation and security. Good practice would include the following:

- Only vehicle drivers holding the appropriate licence or provisional licence holders under supervision are permitted to manoeuvre vehicles at A.I.R.C. activities. This includes tractors and ATVs ("quads"). As these vehicles are involved in a very significant number of serious accidents it is imperative that ONLY appropriately trained and qualified persons are allowed use these machines when preparing for A.I.R.C competitions. All PTO shafts MUST be guarded when in use.
- No person may move any vehicle (other than their own) unless they have the authorization of the owner or driver.
- Before moving a vehicle, drivers must ensure all personnel and their equipment are clear of danger and any load is properly secured. Vehicle doors must be closed before manoeuvring, unless there is a restriction, when the vehicle may be moved the minimum distance to enable the doors to be safely closed.
- Vehicles must be safely parked when not in use, making allowances for possible access by the emergency services;
- Where vehicles are fitted with seat belts, these must be worn at all times when the vehicle is mobile.
- Always remove keys from vehicles when not in use.

#### Connection /disconnection of ball hitch trailers

In all cases park on level ground and apply brakes.

To unhitch - Release jockey wheel clamp and lower wheel to ground. Secure clamp firmly. Release safety catch and jack socket off ball using the jockey wheel.

To connect - Align ball and socket. Lower socket onto ball using jockey wheel. Ensure safety catch is firmly in place. Release jockey wheel clamp and lift into travelling position. Firmly secure clamp.

Travelling - Ensure electrical connection and safety wires are correctly fitted.

## **10. Horses**

Most of the people attending A.I.R.C. activities will be familiar with horses, but we must always be conscious of people who may be particularly vulnerable to the dangers these animals pose, such as the very young, the old, or those with disabilities. Many of these may be simply unaware of the potential risks involved by what would be obvious to those experienced with horses.

## **11. General Guidelines**

- Only riding hat or skull cap to current A.I.R.C. regulations are allowed. Chin straps must be worn fastened at all times when mounted. Hat/skull cap and proper riding boots must be worn when riding, lunging, letting out horses, handling young horses and loading. It is recommended to wear gloves when doing all the above tasks and when training and leading horses.
- Wear approved body protector when jumping, riding cross-country or riding young horses.
- Never wear jewellery when riding or working with horses.
- Keep your jacket fastened when riding.
- Dismount to put on or take off clothing (including number-cloths).
- Warn horses of your approach – speak first.
- Do not run, shout or make sudden movements near horses.
- Handle horses quietly.
- Do not walk behind a horse; walk by the horse's shoulder when leading it.
- When tying up, tie your lead rope to twine only.
- Never leave tied-up horses unattended.
- Never tie horses to side of trailers or horse lorries.
- Put away forks, other tools, buckets and wheelbarrows when not in use.
- Hang hay nets high enough so that horses will not catch their legs in them.
- Keep field and feed room gates closed.
- No smoking in yards, stables, feed stores or tack rooms.
- Check stitching on tack regularly for safety.
- Check vehicles, trailers, lorries and equipment regularly for safety.
- Turn the horse's head towards doors and gates before you close them.
- When riding on the road, always follow the rules of the road, and be courteous.
- Avoid riding alone on the road. If you have to ride alone, always tell someone when you will be back and which route you are taking.
- When leading a horse on the road, stay on the left hand side, and walk between it and the traffic.
- Do not turn out horses together in a field when they have not been previously introduced.
- When letting horses out in a field; close gate, turn horses towards the gate and let them all go at the same time.
- Avoid leaving a horse on its own in a field when you bring in his companions.
- All A.I.R.C. rules and regulations should be followed.

## **12. General Public**

All care must be taken to protect the general public from harm or injury caused by A.I.R.C. activities. Any accident or incident involving the general public must be notified immediately to the organiser, Club Chairman, or to the appropriate Regional representative.



### **13. Fire Safety**

When using indoor facilities it is very important to ensure that a fire safety risk assessment is carried out. This will include Marquees and other temporary structures

This will identify :-

- If Fire safety certification is required,
- How many fire extinguishers are needed,
- If fire blankets are needed,
- Are fire exits clear from obstruction
- Do you need additional control measures in the event of a fire

### **14. Environmental Policy**

The A.I.R.C. is committed to work in a manner that conserves our environment and protects the Safety, Health, and Welfare of our employees, sub-contractors, and the community.

Our objective regarding environmental health and safety is to act in a responsible way. To achieve this we will:

- Comply with all local and national legislation.
- Ensure that our activities do not create an unacceptable risk to human health or the environment.
- Assess the waste and discharges from our activities and how they might affect the environment.
- Ensure that all our waste is disposed of in a responsible way and with regard to regulations.
- Where possible waste will be recycled .
- We will endeavor to keep our show venues as clean and tidy as possible and never throw hazardous waste into drains, streams, or rivers.

# Risk Assessment Guidelines

## Introduction

We have a duty to do what is reasonably practicable to protect the health, safety and welfare of all those people who may be affected by A.I.R.C. activities. We also have a duty to carry out and record an assessment of the significant risks, identify who is exposed to those risks and to detail the control measures taken to reduce the risks to a reasonable level.

To carry out a risk assessment, there are five steps to follow:

1. *What could go wrong?* That is, to *identify* the hazards.
2. *Who is at risk?* Identify the people *at risk*, for example members, helpers, spectators, instructors.
3. *What can be done to control the risk?* In other words, what can be done to prevent it going wrong? Reasonably practicable control measures that will reduce the risks to an acceptable level.
4. *Record the assessment.* Having carried out a risk assessment for training sessions at a particular location, it would only be necessary to review the assessment if there was a significant change to the training session format. Similarly, if a competition is held at the same site as last year, it is only necessary to review the risk assessment to identify significant changes.

## Check Lists

Standard check lists are available for A.I.R.C. activities. The procedure for using these is as follows:

<b>Hazard</b>	Tick listed hazard and move to "hazard details" column or write n/a if not applicable and proceed with next hazard  i.e. Old machinery, adjacent river, adjacent main road, tractor, chainsaw, etc
<b>Hazard details</b>	Tick appropriate hazards, listing further ones under "other" and proceed to "risk group"  i.e. what damage could ensue, road traffic accident, cut from chainsaw, noise etc
<b>Risk group</b>	Tick appropriate group(s) and proceed to "action planned" column  i.e. Who could be at risk, volunteers, helpers, visitors, spectators etc
<b>Action planned</b>	The control measures listed are those commonly used for the hazard in question. It is anticipated they will be effective in most cases. You may consider additional measures necessary to adequately control the risk, see the note after "risk level" below. Tick and implement those you feel will be the most effective and proceed to "risk level" column.
<b>Risk level</b>	Your opinion of the risk, taking into account the actions you plan to implement. If in your opinion the risk is still high, you need to consider other control measures in order to reduce the risk to an acceptable level.
<b>Detail action you propose</b>	Detail precisely what you intend to do, and send a copy of the risk assessment check list to the National Office allowing sufficient time for a reply to be returned.  Give a copy to and explain to the persons charged with controlling the task or the risk.
<b>Note</b>	Use a blank sheet to record additional hazards not identified on the check list, and as a debriefing form at the event, and document changes you would like to implement for subsequent events.
<b>Review</b>	An assessment may cover a series of events at one location, e.g. Training sessions. Assessments should be reviewed regularly or when there is a significant change. All assessments should be signed and dated as should each review.

This check list is intended as a working document to help you provide a safer environment, and has been produced to help satisfy several requirements.

Please retain in the Club's Health and Safety Folder for at least twenty-five years.

Always send a copy to the National Office if you have made any additional entries under the "other" heading or on a blank sheet, so that we may update the form for future years.

**Association of Irish Riding Clubs**  
**Risk Assessment Check List – Championship Qualifier Competition**

Date \_\_\_\_\_ Location \_\_\_\_\_ Start Time \_\_\_\_\_ Approx. Finish time \_\_\_\_\_

Hazard, Task, Activity	Hazard Details	Risk Group	Actions Planned	Risk Level	Additional Actions Proposed
Access Road	Risk associated with type of access road i.e. Dual carriageway Single carriageway Unclassified Track Other.	Members Officials General public Members families & friends Animals Property	Warning signs Post stewards High visibility clothing One way system Gardaí action	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
Main Entrance & Exit	Easy to find? Sufficient turning space for lorries & trailers to prevent restricting access road? Good ground conditions? Clear view from both ways? Wide enough for 2 vehicles? Alternative road gates? Other:	Members Officials General public Members families & friends Animals Property	Direction signs/send map Widen entrance No stopping at entrance One way system Staggered arrival times Post stewards Fill large potholes Improve visibility – trim hedges	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
On Site Traffic	Safe vehicle routes? Safe pedestrian routes? Safe horse routes? Safe/secure parking area? Gas cylinders on vehicles? Any public right of way? Other:	Members Officials General public Members families & friends Animals Property	Separation of horses from spectators, Create walkways, access to warm-up arenas Area for food vendors and trade stands etc	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Date assessed:</b>	/ /	<b>Date reviewed:</b>	/ /		
By (Print Name)	Signed:	By (Print Name)	Signed:		

**Association of Irish Riding Clubs**  
**Risk Assessment Check List – Club Training Sessions**

Date \_\_\_\_\_ Location \_\_\_\_\_ Start Time \_\_\_\_\_ Approx. Finish time \_\_\_\_\_

Hazard, Task, Activity	Hazard Details	Risk Group	Actions Planned	Risk Level	Additional Actions Proposed
The show	Lack of:- Adequate toilet facilities? Adequate washing facilities? Medical & veterinary cover? Incident Book? Accident notice displayed? Emergency procedure agreed? Communications? Other: Leading to unacceptable risk of injury to the risk group <b>Refer to AIRC Guidelines</b>	Members Officials General public Members families & friends Animals Property	First Aid cover adequate for whole period. Veterinary cover adequate for whole period Vehicle access to all areas Two way radio communications Mobile phone reception on site Land line available or back up mobile phones Inform instructors of emergency procedure	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
Slips, Trips & Falls	Marquee pegs/guy ropes? Electric cables, PA leads, hoses etc? Rough Ground Parked farm equipment Other: Leading to slips, trips and falls and resultant injury	Members Officials General public Members families & friends Animals Property	Warning cones Warning signs Bury or cover cables etc.	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
				High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Date assessed:</b>	/ /	<b>Date reviewed:</b>	/ /		
By (Print Name)	Signed:	By (Print Name)	Signed:		

**Association of Irish Riding Clubs  
Risk Assessment Check List – Show Jumping**

<b>Hazard, Task, Activity</b>	<b>Hazard Details</b>	<b>Risk Group</b>	<b>Actions Planned</b>	<b>Risk Level</b>	<b>Additional Actions Proposed</b>
Arenas	Ground Conditions Public Access Communications Risk of injury to riders, spectators officials etc	Members Officials General public Members families & friends Animals Property	Arena checked thoroughly when set out and on day of competition. Stewards supervise the competition. In adverse weather, ground conditions checked at intervals to ensure going does not become unsafe. Public address system Arena rope adequate to keep spectators out, and clearly visible to competitors.	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
Collecting Ring	Riders and trainers in same area and the risk of injury to them and others	Members Officials General public Members families & friends Animals Property	Area checked when arenas set out Collecting ring stewards supervise access to arena. Sufficient size of arena for numbers of competitors who will use it at a given time. Collecting ring rope adequate to keep spectators out and clearly visible to competitors.	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
Practice Area	Riders and trainers in same area Risk of injury from kicks etc. Risk of crush injury from horses etc	Members Officials General public Members families & friends Animals Property	Area checked when arenas set out Adequate space provided away from arenas Competitors warming up, supervised by trainer or responsible adults. Arenas checked regularly for safe practice	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Date assessed:</b>	/ /	<b>Date reviewed:</b>	/ /		
By (Print Name)	Signed:	By (Print Name)	Signed:		

**Association of Irish Riding Clubs  
Risk Assessment Check List – Trec**

Hazard, Task, Activity	Hazard Details	Risk Group	Actions Planned	Risk Level	Additional Actions Proposed
Course	Course Route Communications Remote sections of course. Risk to competitors as a result of first aid not having access	Members Officials General public Members families & friends Animals Property	Course planned Course checked prior to competition Road crossings supervised as necessary Radios used for communication Check points for riders on course. Weather conditions monitored Whistles and flags as a warning device	High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
				High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
				High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Date assessed:</b>	/ /	<b>Date reviewed:</b>	/ /		
By (Print Name)	Signed:	By (Print Name)	Signed:		

**Association of Irish Riding Clubs**

**Risk Assessment Check List: \_\_\_\_\_ (Activity / Competition)**

Date \_\_\_\_\_ Location \_\_\_\_\_ Start Time \_\_\_\_\_ Approx. Finish time \_\_\_\_\_

Hazard, Task, Activity	Hazard Details	Risk Group	Actions Planned	Risk Level	Additional Actions Proposed
		Members Officials General public Members families & friends Animals Property		High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
		Members Officials General public Members families & friends Animals Property		High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
		Members Officials General public Members families & friends Animals Property		High <input type="checkbox"/> Acceptable <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Date assessed:</b>	/ /	<b>Date reviewed:</b>	/ /		
By (Print Name)	Signed:	By (Print Name)	Signed:		