

 <p>RICHMOND EQUESTRIAN CENTRE</p>	<p>BRECKENBROUGH FARM, BROUGH PARK RICHMOND, NORTH YORKSHIRE, DL10 7PL T: 07564 025 959 E: <a href="mailto:abigail@richmondequestriancentre.co.uk">abigail@richmondequestriancentre.co.uk</a> W: <a href="https://richmondequestriancentre.co.uk">https://richmondequestriancentre.co.uk</a></p>
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**GRID REFERENCE: SE 20 89 69**

**WHAT 3 WORDS: REC ARENA OFFICE: BREAKFAST.FUSSY.PASSING**

### **POLICY STATEMENT (GENERAL)**

We would like all visitors to Richmond Equestrian Centre to have a positive and enjoyable experience, but we would like to remind you that **YOUR SAFETY IS YOUR OWN RESPONSIBILITY**. We do not accept liability for any accidents, injury, illness, loss or damage to you, your horse, your vehicle, your companion(s), your belongings or any other animal whatsoever, however caused.

Richmond Equestrian Centre rules apply to any event at the centre or on our grounds, fields and all other premises.

For Affiliated events, the rules of the relevant affiliated body take precedence, however where the relevant rule is absent, Richmond Equestrian Centre rules come into force.

Richmond Equestrian Centre has taken every reasonable precaution to ensure the Health and Safety of everyone present. For these measures to be effective everyone must take all reasonable precautions to avoid and prevent accidents occurring and must obey the instructions of the Owners, Organisers and all other Officials and Stewards.

To this end, visitors, especially parents/guardians who have a responsibility for young people under the age of 18 years, also have a part to play. If you become aware of any issue which you feel may have a bearing on anyone's safety, please inform us without delay. If you become aware of anything which you feel might present serious and imminent danger to any person – stop the activity immediately and seek advice.

## **RISK ASSESSMENT FOR REC – ALL AREAS**

Compiled by Abigail Turnbull (Director) - 5<sup>th</sup> February 2021  
Updated by Lydia Turnbull & checked by Abigail Turnbull – 20<sup>th</sup> February 2023  
Updated by Abigail Turnbull 3<sup>rd</sup> January 2024

**QUALIFIED FIRST AIDER, SAFEGUARDING & HEALTH & SAFETY OFFICER IS: ABIGAIL TURNBULL**  
**OTHER QUALIFIED FIRST AIDERS ARE: ANDREW TURNBULL & LYDIA TURNBULL**

**AREAS:** REC INDOOR & OUTDOOR ARENAS INCLUDING CAR & WAGON PARK AND APPROACHES, LIVERY YARDS AND OPEN FIELDS (USED FOR PLEASURE RIDES, CROSS COUNTRY TRAINING & EVENTS)

**ACTIVITY:** OFFICIALS WORKING AND USING THE CENTRE IN VARIOUS POSITIONS  
(INCLUDING RIDERS, SPECTATORS, LIVERY CLIENTS AND OTHER MEMBERS OF THE PUBLIC)  
CARRYING OUT THEIR DUTIES ACCORDING TO THE RULES, GUIDANCE & TERMS OF ENGAGEMENT BY THE EVENT ORGANISER / PROPRIETOR (WHETHER IT BE AN REC RAN EVENT OR AN EXTERNAL HIRE TO AN INSTRUCTOR AND/OR ORGANISATION AND/OR EQUESTRIAN PUBLIC)

### **RECORDING & DEALING WITH ACCIDENTS, REPORTING HAZARDS, NEAR MISSES AND DANGEROUS OCCURRENCES:**

ALL ACCIDENTS OR INCIDENTS MUST BE REPORTED IMMEDIATELY AND ENTERED IN AN ACCIDENT RECORD BOOK. THERE IS ONE ACCIDENT BOOK IN THE ARENA OFFICE AND ONE IN THE FARM OFFICE. WHEN AN ENTRY HAS BEEN MADE THE PARENT/GUARDIAN/CARER OF ANY CHILD UNDER THE AGE OF 18 ARE TO BE SHOWN THE ENTRY IN THE RECORD BOOK AND BOTH A MEMBER OF STAFF AND THE PARENT/GAUARDIAN/CARER MUST SIGN THE ENTRY. IT IS THE RESPONSIBILITY OF THE PERSON WHO HAD, OR WITNESSED, THE ACCIDENT / INCIDENT TO REPORT IT TO A MEMBER OF STAFF **ASAP**.

**FIRE EMERGENCY PROCEDURE:** PLEASE SEE OUR FIRE ACTION PLAN

**TERMS & CONDITIONS:** PLEASE SEE OUR WEBSITE

<u>RISK &amp; RISK CAUSATION</u>	<u>CONTROLS IN PLACE</u>	<u>RISK LEVEL</u> With controls in place High. Medium, Low
	<ul style="list-style-type: none"> <li>• <u>IMPORTANT INFORMATION</u></li> <li>• Verbal Warnings to anyone that is seen to be acting dangerously;</li> <li>• Emergency Services should be called immediately if any incident is deemed extremely serious – 999</li> <li>• Local Vets should also be called when required – Swale: Vets: 01748 822 389 – Option 1;</li> <li>• Officials are to contact REC staff immediately with regards to any Health &amp; Safety issue;</li> <li>• Officials Phone Numbers and What3Words are displayed around the centre, on social media and our website pages;</li> <li>• In an emergency REC staff &amp; others are to carry out a visual risk assessment to remove any risks to Riders, Horses, Officials or Others;</li> <li>• All permanent staff are DBS checked;</li> <li>• All riders should wear a riding hat conforming to BSI standards and sensible footwear. BSI Standard body protectors and non fixed peak riding hat must be worn when riders attempt to jump fixed cross country/arena cross country fences;</li> </ul>	

<p><b>Activities where Riders may fall from height :</b></p> <p>Some Horses are prone to get over excited and will misbehave during either warm up, training and/or competition;</p> <p>Horse and/or Rider fall – predominantly rider fall;</p> <p>Risk to Officials and Spectators also;</p>	<ul style="list-style-type: none"> <li>• All arenas, walkways and grounds are set out with Health &amp; Safety in mind – cordoned off and signposted, gates and doors are in place to contain loose Horses;</li> <li>• Arenas and warm up areas have a limit for the amount of Horses and Officials in them at any one time;</li> <li>• Arenas have an Official Steward (on event days)- who has been briefed according to their job - who monitors the Riders, Horses and Spectators;</li> <li>• All Officials should wear a high viz tabard or REC Official Gilet (available from REC upon request). Radios also available to hire;</li> <li>• A minimum of one Official at an event is a Qualified First Aider;</li> <li>• At Cross Country Events (excluding arena hire, schooling &amp; pleasure rides) qualified registered paramedics are employed;</li> <li>• Riders are responsible for ensuring that they &amp; their Horse are fit &amp; experienced enough to train/compete in the exercise/competition/height of fence they are attempting;</li> <li>• Riders are responsible for wearing up to date and appropriate riding hats, body protectors, boots, gloves and other aids;</li> <li>• Riders will school Horses in the designated practice/warm up area, to ensure they have control/ a sound horse, before they commence the activity in hand;</li> <li>• No rider is allowed to compete, if, in the opinion of an Official, the rider or horse is not sufficiently in control, fit or sound;</li> </ul>	<p><b>L / M</b></p> <p><b>depending on the fall</b></p>
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<p><b>Activities where Riders and Horses, jumping solid and collapsible fences, may fall:</b></p> <p>Either Horse or Rider may fall, having misjudged striding, slipping (if on grass), a Horse refusing a fence and/or the Horse not reaching the desired height to clear the obstacle;</p> <p>Where Horses and/or Riders have fallen between obstacles and are trapped;</p> <p>Riders and/or Horses may strike a fixed object causing injury to either party ;</p> <p>Risk to Spectators and Officials also ;</p>	<ul style="list-style-type: none"> <li>• <b>AS ABOVE, including, but not limited to...</b></li> <li>• Courses are designed to the correct specifications (by Approved Course Designers/Builders for the purposes of affiliated events);</li> <li>• Courses are measured and inspected before and during the event – especially after any obstacle needs to be rebuilt;</li> <li>• Plans of the courses are available in advance for competitions, with obstacle descriptions, heights and numbers;</li> <li>• Jumping courses to be walked/strided by Riders beforehand, nothing beyond the Horse/Riders capability should be attempted;</li> <li>• An assessment is done by an Official prior to the event starting;</li> <li>• Any Official can remove a fence/obstacle/dressing, if they feel it is unsafe during the competition;</li> <li>• Obstacles not in the event should be crossed or easily identified as not to be attempted – it is important the rider knows the course they are riding;</li> <li>• Officials ensure arenas are hazard free at all times;</li> <li>• When solid fences are being used in an event for training - an instructor should be First Aid Qualified &amp; capable to decide the heights and obstacles the rider and horse should be attempting;</li> <li>• When a competition involving solid fences is held a Qualified Paramedic should be on site for the duration of the event;</li> <li>• Spectator viewing areas are clearly marked/stringed;</li> <li>• Dogs are to be kept on leads (<b>preferably harnesses</b>) at all times;</li> </ul>	<p><b>L / M depending on the fall</b></p>
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<p><b>Officials working in the Fields, Arenas and Grounds of REC, (in accordance to the rules, guidance and terms of engagement with REC):</b></p> <p>Officials being struck by moving Horses - including Officials approaching Competitors who are mounted;</p> <p>Illness due to exposure to sun or cold weather - Officials working for long periods of time;</p> <p>Musculoskeletal injury – Officials walking long distances and carrying equipment;</p>	<ul style="list-style-type: none"> <li>• <b>AS ABOVE, including, but not limited to...</b></li> <li>• Officials are experienced equestrian persons who are aware of the risks they face when dealing with horse and riders;</li> <li>• Officials are appointed a role within their knowledge, understanding and competency;</li> <li>• Officials are briefed accordingly;</li> <li>• Officials are monitored by REC Staff or External Organisers;</li> <li>• Officials are provided with regular breaks and refreshments;</li> <li>• Officials receive advance advice as to the correct type of clothing, footwear, and other provisions to aid their comfort;</li> <li>• All activities are carried out to comply with bench mark specifications and standards;</li> <li>• All heavy items of equipment are manoeuvred or lifted by REC personnel (upon request), with specialist equipment where required;</li> <li>• All roads, paths, parking, walkways and all other areas are always monitored by REC Staff &amp; Officials – with relevant signage put up as and when required;</li> <li>• First Aid Boxes, Cold Compresses, Fire Bells, Fire Extinguishers are available at the Main Arena Centre and through the livery yards and CCTV is used for Health &amp; Safety Reasons;</li> <li>• Accident Books are available at the Arena Office;</li> <li>• Hand Sanitiser stations are still available throughout the Centre;</li> </ul>	<p><b>L</b></p> <p><b>depending on the fall</b></p>
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