

SPORTS CLUB RISK ASSESSMENT

Club	RIDING	Date Completed	08/04/16
Activity	NORMAL CLUB ACTIVITY	Aimed At	ALL

Club Assessor	Rebecca Wrelton	Position	President
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Any areas that score 3 or over indicate an identified hazard

Score 1-5	3	1	4	3	1	2	2	4
	Group	Leader(s)	Equipment	Transport	First Aid *see below	Weather	Accommodation	Affected
1	Group at appropriate competency at and above level of activity	Leaders qualified at or above appropriate level for activity	No equipment or protective clothing required	Activity on site or local, no transport requirements for participants	First Aid available. Access to emergency support. Persons qualified at appropriate level	Change in weather will have no adverse effect on the group	No overnight stay	The staff/ employees at the venue
2	Highly experienced participants undertaking activity at a high level of performance. Participants are aware of risks involved and trained to deal with foreseeable problems	Leaders experienced in leadership role at or above level of activity	Minimal equipment or protective clothing required to undertake activity. Required for comfort or peace of mind.	Use of hired coach or public transport	First Aid not available. Access to emergency support. Persons qualified at appropriate level	Change in weather will have minimal effect on activity	Accommodation in Hotel, B&B, staffed Hostel or Private Residence	The public who are watching the event/ fixture
3	Group with appropriate competency to attempt level of activity with suitable leadership, but not necessarily practical experience	Leaders experienced and competent as a participant at level of activity. No leadership experience at this level	Some equipment or protective clothing required by participants. No training required for use, equipment failure may cause minor injury	Local or regional movement or participants or large/heavy items using self driven vehicles	First Aid available. Access to Emergency support. No, or insufficient persons qualified at appropriate level	Change in weather could cause problems if the group is not adequately prepared with training or equipment	Bunkhouse or recognized Campsite/self catering accommodation	The opposing team (if a sports team)
4	Group with some competency in activity. Some awareness of risks involved.	Leaders with some experience of activity but not at this level. No leadership experience	Complex, delicate or extensive equipment or protective clothing required for some or all of participants. Training on use of equipment required. Some reliance on equipment where failure may cause some injury.	National movement of participants Using self drive vehicles or including over night stay	First Aid not available. No access to Emergency support. Persons qualified at appropriate level OR First Aid not available Access to Emergency support. No, or insufficient persons qualified at appropriate level	Change in weather could rapidly lead to serious problems if the group is not adequately experienced or equipped	Overnight camping in wilderness area. Use of Mountain Hut or Refuge. Access to communication and/or shelter	Members of your club/ society who are participating in this trip/event
5	Absolute Novices with no or little experience of the activity at any level	No experience of activity as a participant or leader	Complex, delicate or extensive equipment and/or protective clothing required for all participants. Extensive training on use of equipment required. Direct reliance on equipment, failure is likely to cause serious injury	Transportation of heavy or large items and many people, use of minibuses and trailers or traveling abroad	First Aid not available. Persons not qualified at appropriate level. With or without access to Emergency support	Change in weather could have very serious repercussions for the group	Overnight camping in wilderness area. No access to communication or shelter	

* **Types of First Aid:** *First Aid* – Where a third party is qualified in first aid at an appropriate level, but not a member of an emergency service or your club eg. Instructor
Access to Emergency Support – Where trained professionals would be able to be called to an incident within 45 minutes of and incident eg. Ambulance

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Persons Qualified - Club members with First Aid Qualification - minimum of 4 hour First Aid Certs for Societies, Pitch & Racket Sports, 8 hours or more for watersports, outdoor or hazardous activities (specialist certs may be suitable)

HAZARD CONTROL ASSESSMENT

PLEASE COMPLETE THE FOLLOWING TABLE IN RESPECT OF EACH HAZARD YOU HAVE IDENTIFIED: USE ADDITIONAL SHEETS WHERE REQUIRED

HAZARD	RISK IDENTIFIED	WHO AFFECTED	CURRENT HAZARD CONTROL	FURTHER ACTION	RESPONSIBILITY
Access to and from Indoor Arena	Access and safe exit impeded during an emergency e.g fire	Horse and Rider	Multiple exits. Access routes kept clear at all times. Signage.	Ensure all members are aware of exit routes and procedures. Emphasise the need to keep them clear.	Rider and Moor Farm
Collisions between two mounted riders	Falling off. Risk of injuries induced by collision or fall – including those listed in hazard ‘Falling from a horse’	Rider	Riders to be supervised at all times and to be made aware of the rules of the arena (pass left to left). Instructors are first aid qualified and first aid kits are available.	Awareness of the rules	Rider and Moor Farm
Equipment failure	Safety jump cups fail to release. Injuries induced by fall - including all of those listed in ‘falling from a horse’.	Horse and Rider	Check ALL equipment before use and ensure all equipment is used in the correct way for the correct purpose.	Replace faulty equipment	Rider and Moor Farm
Falling from a horse	Injuries including broken bones, shock, bruising, concussion, back or neck injury, paralysation, possible fatality.	Riders	Riders to be supervised at all times when mounted. Correct equipment to be worn (riding helmets conforming to current safety standards). Riders advised on correct procedure in case of a fall, in order to minimise injury. Instructors are first aid qualified and first aid	Ongoing supervision	Rider and Moor Farm

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			kit is available.		
Handling Horse	Bitten, kicked or trodden on - Injuries such as shock, bruising, scarring. In the case of kicking, injuries include head injuries, paralysis, concussion, broken bones, neck injuries, possible fatalities.	Handler	Supervision. Inexperienced riders paired with the quietest horses. Helmets to be worn at all times when handling a horse. Riders and handlers are taught the correct procedure for approaching, leading and handling horses. Sensible footwear to be worn at all times. Instructors are first aid qualified and first aid kit is available.	Ongoing practice and tuition	Rider and Moor Farm
Ill-fitting or incorrect kit	Injury through tack breaking, or its failure to perform required function.	Rider	Check tack before and after activity	Awareness of how it should fit	Rider and Moor Farm
Jewellery	Jewellery catches on equipment, fixtures and fittings - injuries such as strangulation, broken bones, scratches, cuts, bruises.	Rider	Students advised not to wear jewellery. If kept on, exposed jewellery should be covered or taped.	First-aid is available if needed. Instructors are first aid qualified and first aid kit is available.	Rider and Moor Farm
Jumping	Increased risk of fall or injury induced by the addition of jumps.	Horse and Rider	Assess ability before jumping. Riders to practice jumping position over poles prior to jumping fences. Instructors are first aid qualified and first aid kit is available.	Fences to be made lower as necessary.	Rider and Moor Farm

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Loose horse/escaped	Injuries such as broken bones, bruising, shock, cuts. Injuries to animals.	Horse and Rider	Stables & fields to be locked and secured. Students are instructed to check and make sure a stable or field is secure.	Staff to double-check that all horses are safely penned.	Rider and Moor Farm
Moving vehicles on yard and in car park	Collision	Horse and Rider	Awareness of surroundings and supervision	Signs/increase awareness	Rider and Moor Farm
Other animals on yard	Horse spooking, resulting in fall or injury.	Horse & Rider	Dogs to be kept on leads. Other horses to be handled only by sufficiently experienced people.	Enforce restrictions for dog owners	Rider and Moor Farm
Physical Demand of Sport	Injury/collapse due to lack of sufficient fitness or experience.	Rider	Assess rider's ability and match horse accordingly. Encourage physical preparation prior to participation. Instructors are first aid qualified and first aid kit is available.	Stop activity	Rider and Moor Farm
Poor Lighting	Horse and rider unable to see properly.	Horse & Rider	Awareness of daylight hours. Indoor arena to be well-lit at all times.	Check lighting	Moor Farm
Horse Spooked	Injury due to fall	Horse & Rider	Use of horses suitable to ability level, with the calmest horses paired with beginners. Horses more likely to spook to be ridden by the most experienced riders. Instructors are first aid qualified and first aid kit is available.	Ongoing training.	Moor Farm
Transport to Moor Farm	Accident	All in Vehicle	All cars and Drivers registered with Warwick	Change Vehicle or Driver	All members

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			Sport		
Undisclosed Medical Condition	Receive incorrect medical treatment	Rider	Riders should disclose any medical condition to instructor and club. Instructors are first aid qualified and first aid kit is available.	Call Ambulance	Rider
Unfit horse	Horse tripping or causing fall of rider, leading to injury.	Horse & Rider	Ongoing assessment of the physical condition of horses used in training sessions.	Treat horse	Moor Farm
Unsuitability of horse	Falling off horse, leading to potential injury	Rider	Assessment of each rider's ability.	Re-assess ability and swap horse	Rider and Moor Farm
Weather	Unable to see, poor ground	Horse & Rider	Weather reports	Check weather report. Cancel activity if weather is not adequate	Rider & Moor Farm

PLEASE ENSURE

- 1) All club officers have read your code of conduct and it has been submitted to clubadmin@warwicksu.com as part of your Basic Handover Pack.
- 2) You have provided Warwick SU with details of your club equipment within your club budget pack and submitted any subsequent changes to your equipment to clubadmin@warwicksu.com.
- 3) You have met with the Student Activities Manager should you require assistance in assessing your clubs risk(s)

YOU WILL NOT BE PERMITTED TO CARRY OUT ANY ACTIVITIES IF YOUR CLUB HAS NOT SUBMITTED AN ADEQUATE ASSESSMENT OF RISKS INVOLVED IN YOUR ACTIVITIES. WARWICK SU IS COMMITTED TO ENSURING THAT ALL ACTIVITIES PURSUED BY CLUBS ARE SAFE AND RISKS INHERENT IN THESE ACTIVITIES ARE MINIMISED.

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