

	Sport/Activity	Residential Activities	Date of Event	15/7/22-17/7/22 26-28June 2026
	Event	18+ Camp	OS Grid Ref	SJ50460392
	Location	Berriewood Farm	What3Words	///eclipses.stewi ng.regard

Hazard	Who might be injured?	Risk Controls (already in place)	Further Action Required	Allocated Person / Date	Completion Date and Initial
<i>What is the injury? How can the injury occur?</i>	<i>E.g. people (members, volunteers, spectators, etc), animals, vehicles.</i>	<i>What is currently being done to prevent the injury occurring?</i>	<i>What more needs to be done?</i>	<i>Who is responsible for completing the action? What is the planned time frame for this?</i>	<i>Initial and date when action is completed</i>
Perimeter points: inadequate gateways and fencing, unclear entrance and exit routes risking collision	Vehicles, members, spectators, horses and those attending	Pre event check taken place, at this time boundary lines, fencing and gates of the site are checked for security. Repeat checks of the boundary will be made prior to the event and at regular intervals to ensure security of site (gates closed in the evening – not during the day as livery and private hire access). Enough safe turning space will be provided for vehicles to enter and exit the site, including for large lorries. Ground conditions in gate ways will be monitored and potholes filled, as necessary.	Monitor and ensure compliance	PC appointed person to monitor	Site assessment completed. On the day of the event.

Parking: vehicle impact with other vehicles, and horses	Members, spectators, horses, and vehicles	Parking areas will be clearly signed. Vehicles parked in line with current Pony Club Guidance Barriers in place to segregate camp and non-camp vehicles in the main driveway area Ground conditions in gate ways will be monitored and potholes filled as necessary.	PC appointed person must ensure an access route for emergency vehicle access is maintained	PC appointed person to monitor	On the day of the event.
Vehicle impact with pedestrians	PC Members, spectators, horses, and those attending the event may be injured by the movement of vehicles onto the venue through collision with each other.	Adequate width and positioning of entrance off main road. Suitable parking areas available. Vehicle drivers informed to drive slowly on site and follow directions of site occupiers.	Brief PC appointed person to continue to assess traffic movement, parking and control any issues with congestion. PC appointed person must ensure an access route for emergency vehicle access is maintained. Local risk controls by site occupier to be enforced.	PC appointed person to monitor	On the day of the event.
Event layout: <i>Impact between vehicles, Vehicles vs pedestrians, Vehicles vs horses</i>	PC Members and spectators may become injured if impact occurs between vehicles, pedestrians, and competitors. Vehicles could be moving too quickly or may not see the pedestrians.	Vehicle free area for pedestrians. Wide horse access route from lorry parking to arena. No-go vehicle areas, no-go horse areas where required by site occupiers. Separate horse walk areas from stables to the arenas. Instructor or pc official supervises horses riding down to and back from the xc course	During the event, ensure controls and compliance are monitored by PC appointed person. Local risk controls by site occupier to be enforced.	PC appointed person to monitor	On the day of the event.

Officials area/ check in via Gazebo or Marque and camping tents: inadequate securing of housing which may cause injury or impact.	PC Members, members of the public and spectators may become injured if impact occurs	Tents, Marques, and gazebos constructed by officials will follow instructions and grounding guidance to ensure the structure is safe. This may include the provision of weights, pegs and ground strings. Weights, pegs and strings will be of a highly visible colour contrast and covered if necessary, to reduce trip hazards and entanglement. Lifting procedures will be following for moving the equipment. Tents, gazebos and marque locations will be considered as part of event planning to ensure a suitable location is found. Tents, gazebos and Marques will be away from penning/ stabling areas to reduce concern for the horses/ ponies	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Impact and crush injuries from falls or contact with horses. Included but not limited to ridden activity, officials checks (tack check)	PC Members and spectators may become injured if crush or impact occurs by being kicked, trodden on or crushed by close proximity to a horse.	It is the riders/handlers responsibility to ensure their horse is under control at all times. Pedestrians stood in close proximity to horses must be responsible for their own safety and the possibility of crush from hoof to foot contact. Pedestrians and handlers should avoid standing directly behind horses. Any horses that are known to kick must wear a red ribbon in the tail. All riders must wear an approved riding hat at all times when mounted in compliance with PC rules. Congestion building up with horses around entrances to the arena must be monitored and riders/handlers will be asked to move away to create space. It is the parent/rider/handler responsibility to ensure all horse tack is safe, sound, secure and fits correctly.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.

Impact or crush injury when using the arena facility and activity equipment.	Impact or fall injury due to inadequate facility or incorrect equipment used in riding activities.	Equipment checked before each session as required. During camp the arena and equipment are changed and altered based on activities and rider abilities by the competent instructor. Surface Conditions are monitored and are safe. Any other requirements from the site occupier are taken into account.	Equipment to be checked prior use. Any damaged equipment reported immediately and remove from use if required. PC officials will check the arenas and construction of these on set up of event, prior to activity and during the event PC officials and coaches to monitor rider ability and surface conditions. Local risk controls by site occupier to be enforced.	PC appointed person to monitor.	On the day of the event.
Impact and crush injuries from loose horses.	PC Members, members of the public and spectators may become injured if impact occurs between them and a loose horse	In the case of a loose horse, a warning of 'LOOSE HORSE' must be shouted and action taken immediately to prevent the horse escaping onto the road. Horses will be penned appropriately. Where possible physical barriers or gates must be in place to prevent loose horses reaching a public road. When not being ridden horses will be kept in a secure pen or ties to a fixed point	All attendees must be aware to attempt to prevent a loose horse reaching the road if a shout of 'LOOSE HORSE' is heard. If possible, ensure access gate is closed during riding activities. During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Crush or impact from use of mobile machinery.	PC Members and spectators may be injured from contact with mobile machinery such as tractors. Horses may also be injured depending on where the machinery was being operated.	Machinery must not be operated in close proximity to children and horses during the event. Machinery must only be operated by Competent operators. All machinery must be operated in a clear working area.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.

Adverse weather conditions impacting rider or equine wellbeing: visibility, heat stroke, dehydration, hypothermia	Member, Equine and parent/ guardian or Official	Visibility during a event may be impacted, guidance on what to do in these circumstances given in briefing Hot temperatures could impact on the rider and equines welfare and health, parent/ guardian can ensure water available. Cold, wet, windy and rain/ snowy days can impact visibility, result in hypothermia. To mitigate riders advised of appropriate clothing for rider and equine alike, provided with warm drinks provided at intervals and monitored throughout event. Additional clothing/ dry clothing may be provided as necessary for rider or equine. Event may cancel due to weather conditions, if deemed unsafe to continue by organiser.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	At set up of the event During the event.
Equine: bio security: horses could become ill whilst at the event and need medical care	Horses and ponies	All horses and ponies in attendance will meet the vaccination requirements of the Pony Club as per its current rules. A vet will be available on call during camp to support with veterinary needs Relevant veterinary advice will be sought based on the situation and need to ensure welfare of the equines at the event.	During the event, ensure controls and compliance are monitored	PC appointed person	On the day of event
Slip or trip hazards from ground conditions in officials, camping, penning and around stabling area	PC Members and spectators may be injured from slip or trip injuries while on site.	Ground conditions and any significant slip or trip hazards have been identified and removed or segregated.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.
Official or emergency vehicles in pedestrian areas: <i>Impact with pedestrians and horses</i>	PC Members and spectators may become harmed if official emergency vehicles are travelling too quickly, they may collide with pedestrians and injure them.	Limit number of vehicles, designated routes, designated pedestrian, and horse movement areas. Emergency vehicles attending must be shown the correct access route and warned of the number of pedestrians on site.	During the event, ensure controls and compliance are monitored.	PC appointed person to monitor	On the day of the event.

Injury severity being increased due to slow or delayed first aid treatment.	PC Members, spectators and the general public may have the severity of any injuries received increased by slow or delayed first aid provision.	Competent qualified first aiders will be present throughout camp The first aiders will have adequate amounts of the correct type of first aid provision. Suitable medical helicopter landing areas are available. Site location identified by Grid Reference and What3Words Mobile phone signal or land line available.	None	PC appointed person to monitor	On the day of the event.
Impact or impalement injuries from contact with, fencing, stakes and roping	PC Members, spectators, the general public and horses can become injured by contact with, fencing, stakes and roping by getting too close to them or tripping over them. The general public may become injured by roping if they don't see it and trip over it.	All fence posts are to be an approved type with a large enough diameter to prevent impalement if a rider falls onto the post. Unprotected metal posts are not to be used. Rope is to be high contrast in colour to provide a good contrast against the background to make it visible. Fence posts to be secured adequately.		PC appointed person to monitor	At set up of the event On the day of the event.
Trip injuries from routing of cables and pipes.	Officials, competitors, horses and the general public PC Members, spectators, the general public and horses may be injured due to a tripping hazard of trailing wires or flexible hose and pipe.	Cables must be run at a suitable level, in a safe area, or covered where possible. Hoses must be run away from main pedestrian area and be in a high visibility colour to enable them to be highly visible. Children warned about cables	During the event, ensure controls and compliance are monitored.	PC appointed person	At set up of the event On the day of the event.
Members of the public using livery yard and facilities being injured by horses.	Members of the public may come into contact with horses due to livery yard and hire of facilities operating during the event.	Livery clients aware of camp horses and children aware that the public could be on the yard. Facility hire users access the facilities when camp horses are stabled minimising the change of contact	None	PC appointed person	On the day of the event.

Camping: Slips, trips and falls on camping field due to uneven ground/trip hazards.	Officials, competitors, horses and the general public PC Members, spectators, the general public and horses may be injured due to a tripping hazard of trailing wires	Cables must be run at suitable level, in a safe area, or covered where possible. Grass area for camping so there is some uneven ground in places, any obvious holes will be marked or fenced off	During the event, ensure controls and compliance are monitored.	PC appointed person	At set up of the event On the day of the event.
Camping: Slips, trips and falls in vicinity of water points due to wet/muddy ground in camping area.	Officials, competitors, horses and the general public PC Members, spectators, the general public and horses may be injured due to ground conditions	Outside water tap by toilets not used	During the event, ensure controls and compliance are monitored.	PC appointed person	On the day of the event.
Camping site: Gates and Fences: Splinters from wood Injury from gate mechanisms	Officials, competitors, horses and the general public PC Members, spectators, the general public and horses may be injured due to fencing	No climbing or playing on fences and gates. All gates to be kept shut when not in use. fencing will be checked by event organisers	During the event, ensure controls and compliance are monitored.	PC appointed person	On the day of the event.
Camping site: Injury due to tripping over tent guide ropes and pegs	Officials, competitors, horses and the general public PC Members, spectators, the general public and horses may be injured due to guide ropes and pegs	Prohibition of playing games & running around tents. Caravans and tents to be pitched appropriately apart. Camping field will be monitored by the event organiser	During the event, ensure controls and compliance are monitored		
Camping: pitches of tents and vehicles being too close may cause injury through trip, slip or fall	Officials, competitors, visitors and general public	Officials onsite whilst tents are erected to ensure they are placed in a safe location Regular checks of the camping areas will take place to ensure lines are visible to passers-by	During the event, ensure controls and compliance are monitored		

Camping/ site: Toilets: unclean toilets can cause illness and slips, trips and falls	Officials, competitors, visitors and general public	Checks and cleaning with take place at regular intervals to ensure safety and hygiene for those using the facilities. Appropriate PPE will be supplied for those cleaning the toilets and materials for the clean will comply with those advised by the contractor.	During the event, ensure controls and compliance are monitored	PC appointed person	On event
Losing someone on site and medical assistance being delayed due to known location	Officials, competitors, visitors and general public	PC officials will have contact information for all members at camp. Members leaving camp will notify a pc official of their departure and return. All instructors and pc officials have walkie talkies for communications Site will be locked down and no entry/ exit will be allowed until search has been carried out. Play will be suspended during search. Search to be carried out by PC Officials. Once lost person is found event activity can resume. In event lost person is not found, additional steps to involve emergency services and notify PC trustees/ management will be taken	During the event, ensure controls and compliance are monitored	PC appointed person	On the day of event
Catering: attendees eating and coming down with food poisoning	Officials, Competitors, visitors and general public	Measures and checks of parents cooking will be in place. Food will be stored appropriately in a fridge/freezer and hot food will be heated sufficiently. At least 1 person to have HSE Food Hygiene Level 2 certificate First aid cover on site and local emergency services location shared with attendees	During the event, ensure controls and compliance are monitored	PC appointed person	On the day of event
Catering: attendees may be cooking for themselves in vehicles and BBQs. This can result in burns and/ or food poisoning.	Officials, Competitors, visitors and general public	First aid cover will be provided throughout the duration of the event and overnight if camping.First aid kit will be available which includes equipment/ treatment methods to support with burns. No BBQs to be used.Vehicles with the capability to cook inside will disconnect and safely store cooking fuel when not in use.	PC officials will monitor the camping areas		

Fire: injuries due to a fire on site. Injuries can include, slips, trips, falls along with bruises and broken bones	Officials, Competitors, visitors and general public	Appropriate medical cover will be available throughout the duration of the event, including for those camping. Guidance on actions in the event of a fire will be shared as part of the briefing- where to gather and how to access equipment. Local emergency services numbers available on site in the case of need Practice fire drill carried out Appropriate action in the event of a fire will be to call 999 and not fight the fire as not trained, have correct safety equipment or equipment to put out the fire.	During the event, ensure controls and compliance are monitored	PC appointed person	On the day of event
Harm to an individual's rights, wellbeing and mental/ physical being	Members, parents, guardians, officials and pedestrians	The organisation has members of staff to support with safeguarding of all involved at our activities. The Pony Club Safeguarding policy outlines the processes which should be adhered to (<u>full details</u>). Those who regularly come in to contact with members, e.g Coaches and officials or those in a position of responsibility, must meet compliance checks. This is termed as regulated activity/ work and is covered in the <u>Safer Recruitment Policies</u>. Coaches level of supervision is determined by their qualifications (<u>full details</u>). Camps, Competitions, Residentials and excursions are carried out in line with <u>guidance</u>, including provision of supervision and ratios of staffing. Members, parents, guardians, volunteers and officials adhere to the respective <u>Code of Conduct</u> and steps are taken should this not be followed. All measures identified in the <u>Health and Safety Rule book</u> are adhered to, including first aid and accident reporting. Members medical needs are identified through medical consent form and steps agreed with the parent/ guardian and nominated official to administer and store medication including record keeping. The organisations <u>Drugs and Alcohol Policy</u> is adhered to.	A named safeguarding lead is appointed at activities and is present. Monitor and ensure compliance	PC appointed person to monitor	Site assessment completed On the day of the event.

Risk assessment completed by:	Date completed:	Review Dates:
Name: Rachel Montgomery	15/7/22	4/7/23
Signed: R Montgomery		5/7/25, 26/6/26