



## Health and Safety Policy

For use in	Burbage Riding Club (BRC)
Target Audience	All members, parents, visitors and judges
Purpose	To ensure health and safety of target audience
Effective from	1 <sup>st</sup> January 2018
Review date	1 <sup>st</sup> January 2019
Statutory Legal Requirements	Health and Safety Work Act 1974

This document is a health and safety policy for the purpose of making our members aware of health and safety. It is the clubs mission to make every reasonable step to keep all competitors, spectators and the general public safe.

Burbage Riding Club (BRC) will identify the duties and responsibilities that you the club member have to comply with to protect you and others from any hazards and risks in your riding activities.



## 1. Health and Safety Policy Statement:

BRC is strongly committed to encouraging all Members to take part in a range of equestrian activities in which the health, wellbeing and safety of each individual is always our paramount concern. We arrange varying levels of training and competition and encourage members to participate according to their ability.

## 2. Health and Safety Policy:

Health and Safety is everyone's responsibility. In order to create a safe environment for participants, helpers and spectators at our events we encourage you to familiarise yourself with this policy, follow sensible rules for safe practices, and exercise common sense. This policy has been drawn up using the safety guidelines from the British Riding Clubs website and the Official Stewards and Organisers Handbook 2015, and you are encouraged to consult these if you would like further information.

We undertake risk assessments to anticipate potential hazards at all Club events, and reasonable measures have been put in place to address and reduce these risks as far as is reasonably possible.

- A **Hazard** is: anything with the potential to cause harm.
- A **Risk** is the chance that someone will be harmed by the hazard.
- A **Risk assessment** is a formal recorded process to weigh up the suitability and safety of an activity identifying hazards and taking appropriate action to prevent harm or injury.



### 3. BRC is committed to the following duties:

- Undertake regular, recorded risk assessment of the club venues and all activities undertaken by BRC.
- Create a safe environment by putting health and safety measures in place as identified by the assessment.
- Enable Members to access an appropriate level of training and competition.
- Ensure that all members are aware of, understand and follow BRC's health and safety policy.
- Appoint a competent Committee Member to assist with health and safety responsibilities.
- Ensure that normal operating procedures and emergency operating procedures are in place and communicated to all assisting members on the day of club activities.
- Provide access to adequate first aid, as detailed in the event risk assessment, at all times.
- Report any injuries or accidents sustained during any BRC activity or whilst on the club venues – the Accident Book is kept with the organiser at the club event. Any serious injury or death must be reported within 24 hours to the following:
  - **Laura Sanger**  
Head of British Riding Clubs and Participation  
02476 840594  
laura.sanger@bhs.org.uk  
Office hours:  
Monday-Thursday: 8:35am-5pm; Friday: 8:35am-3pm
  - **RIDDOR Reporting**  
All incidents can be reported online but a telephone service is also provided for reporting fatal/specified, and major incidents only - call the Incident Contact Centre on 0345 300 9923  
(opening hours Monday to Friday 8.30 am to 5 pm)



- **Health and Safety Executive.**

900 Pavilion Drive  
Northampton Business Park  
Northampton  
NN4 7RG  
Fax: 01604 738333

BRC will ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

#### **4. As a Club Member you have a duty to:**

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
- Co-operate with BRC on health and safety issues, and observe all instructions issued by club officials.
- Correctly use all equipment provided by BRC.
- Ensure you do not interfere with or misuse anything provided for your health, safety and welfare.

#### **5. BRC would like to make it clear to all Members and participants at Events that:**

- Horse riding is a risk sport. We recommend that all participants have adequate insurance cover, including third party (public liability) cover.
- Organisers, Competitors, Spectators and Members participate entirely at their own risk.
- Club officials and Stewards are there at events to help maintain your safety. Please obey their advice and requests and be polite at all times.
- We ask that Members, Competitors and Spectators take reasonable precautions whilst attending events, clinics, or other BRC activities to ensure their own safety and the safety of those around them.



- Potential and actual health and safety hazards, risks, accidents and incidents must be reported immediately to a BRC Committee Member or official Steward.
- Access to first aid facilities, telephone, and emergency services must be available at all BRC events. Speak to a Steward or Organiser if you require assistance. Emergency vehicular access must be maintained at all times.
- All accidents or incidents must be recorded without delay in the BRC Accident Book.
- Members must provide an up-to-date Emergency Contact so that these details can be held by Committee Members and at the club event for use by event organisers in case of emergency.

## **6. BRC requires that:**

- Hats which bear EN1384 or BSEN1384 along with another standard from the above list, will be tagged. For example, BSEN1384 & PAS015 (1998 or 2011) along with the Kitemark, would be acceptable, but not BSEN1384 on its own. **IMPORTANT CHANGE FOR THE CROSS COUNTRY PHASE:** Only a “Jockey Skull” complying with the above standards may be worn for any XC phase. This must not have a peak, any peak type extensions or noticeable protuberances above the eyes or to the front and should have an even round or elliptical shape with a smooth or slightly abrasive surface. A removable hat cover with a light flexible peak may be used if required.
- The use of HEAD CAMS is strictly prohibited at any BRC affiliated competition. This includes use on the head, chest, bridle or any other part of the horse or rider.
- Class 3 Body protectors are compulsory for all cross country events and are strongly recommended for show jumping.



- No vehicle is to be driven faster than walking pace (5mph) at any event.
- Tethered horses must not be left unsupervised or tied to fences and gates.
- Horses must not be lunged in competition or warm up areas.
- Horses must be ridden or led at walk outside the rings and must not be allowed to enter designated spectator areas.
- Spectators are not allowed in warm up or competition rings unless assisting with jumping equipment.
- Riders must observe rules of etiquette and pass LEFT to LEFT in warm up arenas.
- When using show jumping practice fences, fences must be jumped with the red flag on the rider's right. Show jumping practice fences must be no higher than the current competition class.
- Stallions must be identified to the Show Organiser, led by a bridle and wear stallion discs as per British Riding Club Rules at all times.
- Riders and Handlers must ensure that gateways and paths are not obstructed.
- Children are much less aware of danger than adults, and all children less than 18 years of age must be supervised by an adult at all times.
- Foul language must not be used and will not be tolerated at BRC events.
- Dogs must be kept on a lead at all times and please clean up after your dog.
- Any Member, Competitor or Spectator not willing to accept direction from Club Committee Members regarding health and safety issues may be excluded from the Club.



This Health and Safety Policy for BRC must be reviewed annually.

Name of Assessors	Signature	Date	Review date