



THE PONY CLUB

RISK ASSESSMENT CHECK LIST - VISITS AND EXCURSIONS

Date _____ Location to be visited _____

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	ADDITIONAL ACTIONS PROPOSED.
Transport	Private transport Hired Minibus Coach Train Air Line	PC Members. PC Officials. Parents. General Public. Animals. Property.	Pick up and drop off points and times agreed, circulated and supervised Insurance details Supervision during journey Seat belts for all car passengers.	HIGH { ACCEPTABLE { LOW {	Name of transport firm Private cars driven by 1 - 2 - 3 - 4 - 5 -
Rest Periods during journey		PC Members. PC Officials. Parents. General Public. Animals. Property.	Supervision - male and female Locations agreed - alternatives included. Eating arrangements agreed	HIGH { ACCEPTABLE { LOW {	
At the attraction	Supervision Pick up arrangements Weather	PC Members. PC Officials. Parents. General Public. Animals. Property.	Pony Club supervision - male & female Attraction supervision - male & female Clothing and arrangements wet weather. Refreshments and drinks for hot weather First aid arrangements For swimming parties lifeguard.	HIGH { ACCEPTABLE { LOW {	
Overnight stays	Supervisors Competent? Child protection issues Male & Female? Accommodation	PC Members. PC Officials. Parents. General Public. Animals. Property.	Accommodation checked in advance Brief supervisors Adequate communications Self declaration forms completed. Local Police/Social Security checks Alcohol policy agreed.	HIGH { ACCEPTABLE { LOW {	

Date Assessed	
By (Print Name)	Signed