



THE IRISH PONY CLUB

RISK ASSESSMENT CHECK LIST - COMPETITIONS

Date _____ Location _____

Event _____

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	ADDITIONAL ACTIONS PROPOSED.
Access Road	Dual Carriageway. Single Carriageway. Unclassified. Track. Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Post warning signs. Post stewards. High visibility clothing. One way system. Inform Gardaí	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
Main Entrance & Exit	Easy to find? Sufficient turning space for lorries & trailers to prevent restricting access road? Good ground conditions? Clear view from both ways? Wide enough for 2 vehicles? Alternative road gates? Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Direction signs/send map. Widen entrance. No stopping at entrance. One way system. Post stewards. Fill large pot holes. Improve visibility - trim hedges etc. Other gates onto roadways closed	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
On Site Traffic	Safe vehicle routes? Safe pedestrian routes? Safe horse/pony routes? Parking area: Safe spectator car parking? Safe horse transport parking? Any public right of way? Horse areas fenced & gated? Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Provide separate routes for horses, pedestrians & vehicles Horse unloading & riding areas to be enclosed & gated. If not possible list actions to be taken in "Additional Actions Proposed " column Parking attendants. Parking area checked by Safety Steward at intervals. Separate parking for spectator vehicles. Restrict vehicle use on site Sign & steward public rights of way. Rope/cone bad or wet areas.	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	

Date Assessed		Date Reviewed	
By (Print Name)	Signed	By (Print Name)	Signed



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Caterers & Stall Holders	Safe situation for them? Safe situation for customers? Fire Instructions displayed? Fire extinguishers present? Electrical systems tested? Gas systems tested? Food hygiene certificate? Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Ensure correctly sited Basic Food Hygiene Certificate Public Liability Insurance Checked	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
Slips, Trips & Falls	Marquee pegs/guy ropes? : Electric cables, P A leads, hoses etc? Rough Ground Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Warning cones. Warning signs. Bury or cover cables etc.	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
All Terrain Vehicles / Quads	Are they necessary? Well maintained? Other: Refer to IPC Guidance.	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	1) Driver 17+ 2) Driver holds current licence. 3) Driver has no serious driving convictions 4) Helmet to be worn 5) Speed to be controlled 6) No passengers 7) Trained operators only 8) Safe terrain 9) Drivers authorised 10) Motor insurance necessary?	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
Substances including Petrol, Diesel & LPG	Are materials safely stored? Are materials safely used? Unauthorized use prevented? Protective clothing required? i.e. spraying Training required? Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Store under 'lock & key'. Wash hands after use. Adults only to touch gas appliances and cylinders	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	

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Hot Water & Cooking Surfaces (Branch Caterers)	Are cooking areas designed to prevent access to hot surfaces & hot liquids? Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Prevent access by design. Use of barriers or by restricting access. Never leave hot surfaces or liquids unattended.	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
Food Hygiene (Branch Caterers)	Adequate food hygiene procedures? Suitable tables & preparation surfaces? Washing facilities for utensils? Hand washing facilities Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Keep hot food hot & cold food cold. Seek advice from local authority if in doubt.	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
First Aid & Welfare	Adequate toilet facilities? Adequate washing facilities? Medical & veterinary cover? Accident book? Accident notice displayed? Emergency procedure agreed? Communications? Other: Refer to IPC Guidance.	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	First Aid cover adequate for whole period. Veterinary cover adequate for whole period. Vehicle access to all areas. Two way radio communications. Mobile phone reception on site. Land line available or back up mobile phone(s)	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	

Additional check lists are completed for the disciplines that make up the competition

Dressage Show Jumping Cross Country Mounted Games
 Tetrathlon Polo Endurance Polocrosse

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By (Print Name)	Signed	By (Print Name)	Signed