



THE IRISH PONY CLUB

RISK ASSESSMENT CHECK LIST - RALLIES

Date _____ Location _____

Subsequent dates _____

HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Access Road	Dual Carriageway. Single Carriageway. Unclassified. Track. Other:	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Warning signs. Post stewards. High visibility clothing. One way system. Police action. Council action.	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 All gates closed during rally	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? 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.	Parking area to clearly marked Parking attendants. Restrict vehicle use on site Sign & steward public rights of way. Rope/cone bad 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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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
Instruction	Instructors Competent? On IIPC register? Helpers available? Adequate space Facilities suitable for each ride's ability	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Brief instructors before start. Observe each ride for part of rally Move riders in ride not suitable for their ability or pony. Children left at rally: ➤ Contact details for parent ➤ Responsible adult at rally ➤ Time of collection and person collecting	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
Indoor School	Equipment Stored in arena? Entrance/Exit doors. Arena Surface Spectator area. Warm up area Other users of stabling etc? Lighting	IPC Members. IPC Officials. Parents. General Public. Animals. Property.	Inspect school and spectator areas before start of rally Entrance/Exit doors supervised Supervision of warm up area. Lighting used as required	HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	
All Terrain Vehicles (ATVs)	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"/>	

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HAZARD	HAZARD DETAILS	RISK GROUP	ACTIONS PLANNED	RISK LEVEL	REMARKS
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) Inform instructors of emergency procedure	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 Parked farm equipment 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"/>	
				HIGH <input type="checkbox"/> ACCEPTABLE <input type="checkbox"/> LOW <input type="checkbox"/>	

Person in Charge _____

Branch _____

Instructors _____

First Aid _____

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