



Relevant Legislation

- SAFETY HEALTH & WELFARE AT WORK ACT 2005
- SAFETY HEALTH & WELFARE AT WORK ACT 1989
- General Applications Regulations (November) 2007
- SAFETY HEALTH & WELFARE AT WORK ACT 1974
- OCCUPIER'S LIABILITY ACT 1995



Codes of Practice

- Code of Practice for Safety at Sports Grounds
- Code of Practice for Safety at Concerts and Outdoor Music Events
- H.S.E. Guidance Document 154 (2000)
Managing Safety at outdoor events



Common Law

- Duty of Care to those who might be affected by our activities
- Volunteers
- Employees
- Visitors
- Children



Section 8 : General Duties of Employers

8 (ii)

An Employers duty extends in particular to the following:

- Managing and conducting work activities in a safe way.
- Preventing improper conduct or behavior
- Design, provide, and maintain a safe place of work and safe plant, machinery and other articles.
- Prevent risk to health through exposure to any article, substance, noise, vibration, ionising/other radiations or other physical agent.
- Design, provide, and maintain safe systems of work.



General Duties of Employers

- Provide and maintain facilities for employees welfare.
- Provide information, instruction, training and supervision.
- Conduct risk assessments.
- Provide and maintain suitable Personal Protective Equipment.
- Prepare and revise as necessary adequate plans and procedures for emergencies, e.g. first aid, fire safety and evacuation procedures
- Report accidents and dangerous occurrences.
- Obtain if necessary, services of competent person to ensure safety and health of employees.



Section 10 : Instruction, training and supervision of employees

Such training shall be adapted to take account of new or changed risks to safety, health and welfare at work and shall, as appropriate, be repeated periodically.

Training under this section shall be provided to employee –

- on recruitment
- in the event of the transfer of an employee or change of task assigned to an employee,
- on introduction of new work equipment, systems of work or changes in existing work equipment or systems of work, and
- on the introduction of new technology



Written Safety Policy

- Policy : to conduct all activities in such a way as to ensure the safety of everyone on the Show-ground
- How do we achieve this?



How do we achieve this ?

- Organisation/ Structure
- Stewarding
- Inspections / Audits
- Communications
- First-aid / Medical facilities
- Emergency plan
- Records : incidents, accidents, photos, etc.
- Review



Organisation

- Event Director / Manager
- Event Safety Officer /Steward
- Assistants



Before the event

- Site inspection with reference to: access, egress, lay-out of arenas, practice areas, boundary fencing, and any other hazard likely to cause injury, i.e. old machinery, chemicals, other animals
- Other possible hazards, i.e. Manual Handling, Exposure to bad/good weather, Machinery movements, (teleporters, tractors etc)
- Children during set-up for show? extra care
- Signage and site plan / lay-out



Before the event

- Site location - Grid reference N.B.
- Organise the ambulance(s)
- Emergency phone numbers, Hospital, Doctor, etc.
- Safety rules and guidelines
- Accident report book and camera
- Procedures.



The Show Ground

- Jumping rings - practice rings
- Showing rings - practice rings
- Cattle-sheep rings
- Services inc Catering, Food Vendors, Trade Stalls, etc
- Parking areas - Exhibitors v spectators
- Access points to arenas
- Cross-over points- Special care



The Show Ground

- Pedestrian walkways
- Emergency access routes
- Parking area for Ambulance etc.
- Proximity to Main Roads etc
- Slopes, could this create a problem for access etc in bad weather?
- Planning is very important



The Show Ground

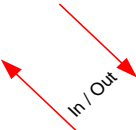
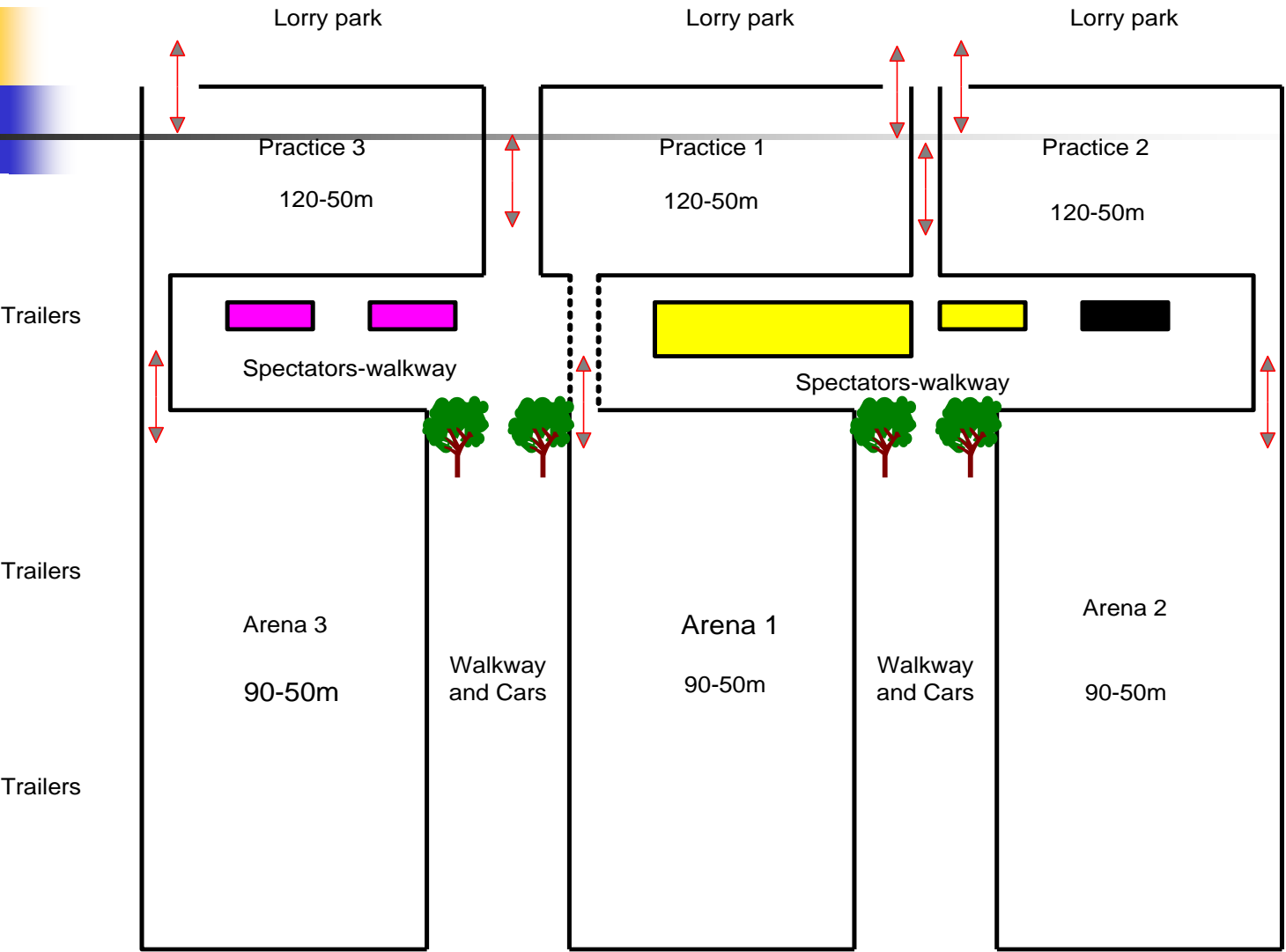
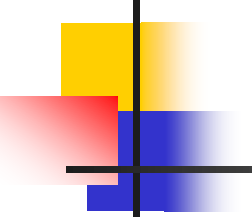
- Food Safety Certs
- Insurance- Combined Insurances- Get a copy- Indemnity of Principal clause
 - Food Vendors, Marquee's, First aid providers, Temporary stand Providers
- Waste Control- Bins, Bags, etc
- Welfare facilities inc Toilets etc
- Control of Dogs



The Show Ground

- Marquees
 - Up to approx 3m x 4m is a tent
 - If it has a floor it is a Marquee
 - Must NOT put heating inside
 - Erected by a competent person
 - Insured- combined policy

Newcastle Horse Show





5 steps of risk assessment

- STEP 1. LOOK FOR THE HAZARDS
- STEP 2. DECIDE WHO MIGHT BE HARMED AND HOW
- STEP 3. EVALUATE THE RISK ARISING FROM THE HAZARDS DECIDE IF EXISTING PRECAUTIONS ARE ADEQUATE
- STEP 4. DECIDE ON NEW CONTROLS /PRECAUTIONS
- STEP 5. ALLOCATE THE TASK AND REVISE IF NECESSARY



Risk rating factors

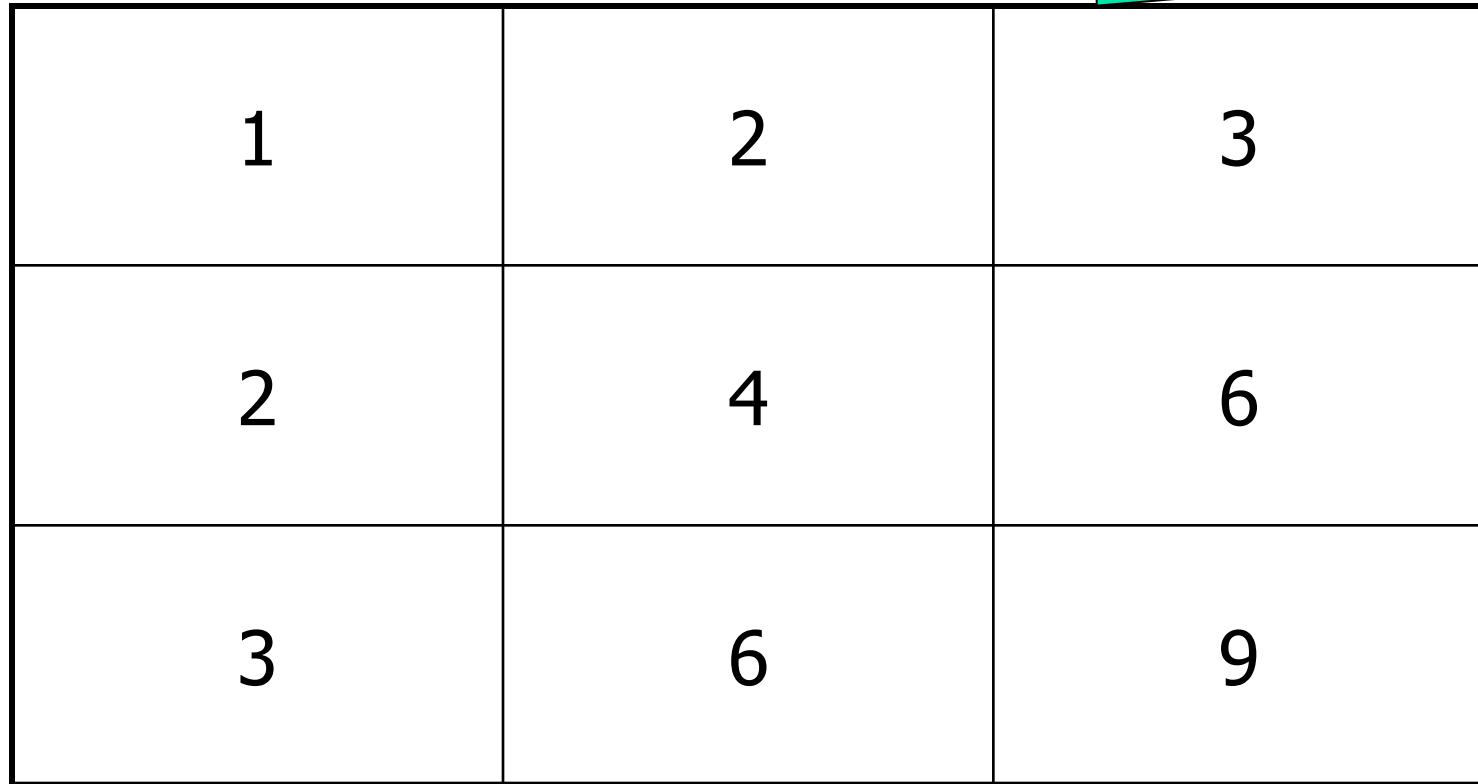
KEY		
LIKELYHOOD	SEVERITY	RISK FACTOR
Probable 3	Critical 3	6 – 9 High Risk
Possible 2	Serious 2	3 - 4 Medium Risk
Unlikely 1	Minor 1	1 – 2 Low Risk



Risk assessment grid

Severity

Likelihood



1	2	3
2	4	6
3	6	9



On the day

- Allocate Safety Stewards their roles / jobs / areas, at a briefing
- P.P.E. - Hi-Viz vests / coats / badges / Boots as appropriate? N.B.
- Regular checks particularly at danger points, practice arenas, horse-box parking area, etc.
- Rest periods for food and refreshments
- Back-up, support, if required
- Copy of procedures



After the show

- Written report and review
- Follow up with insurance company and SJI if required
- Recommendations to improve safety at shows in the future



Procedures

- Need to be simple and easily understood
- Fair - to competitors and safety steward
- Workable



Training our safety stewards

- Competence- ability to do task
- Set task limits
- P.P.E. What is needed?
- Supervision- assistance
- Safe work environment
- Vulnerable persons –Children
- Major hazards



Training of Safety Stewards

- What are the likely causes of problems?
- Where are problems likely to occur?
- Who are the likely candidates
- How to deal with various difficulties.
- What to do if a problem cannot be resolved easily.
- What to do in an emergency in terms of evacuating the grounds etc.
- Where to obtain report forms, camera, etc..



Ensuring good behaviour

- Make rules clearly available / visible at entry, at office, and at various locations on show-ground. Refer to SJI Code of Conduct.
- Make disciplinary measures known
- Avoid confrontation if at all possible
- Be serious with serious breaches of the rules relating to safety.



Reports

- Written
- Copies kept for future reference
- Names, addresses, and telephone numbers for all witnesses
- To the point
- Signed



Review

- As soon as possible after the event
- Consult with all relevant persons
- Set out action plan for improvements
- Set out a time frame for this to happen
- Allocate responsibility
- Monitor to make sure plan is implemented



Safety Policy

The following are not permitted on horseback, (examples)

- Riding without the correct hat ???
- Removing hat or undoing strap??
- Carrying a riding crop in rider's boot??
- Smoking while mounted?
- Using a mobile phone while mounted?
- Eating/drinking /chewing gum?



Safety Policy

- Changing clothes while mounted
- Riding in trainers / runners???
- Riding in a way or in an area that could lead to an accident N.B.
- Wearing jewellery that may result in injury
(Only watches, rings, & ear studs permitted)



Safety Policy

- Practice Fences

- **Must** be correctly flagged - red on the right white on the left.
- May be jumped in one direction only according to its flagging.
- Height must **never** exceed the height permitted for the particular class. (tape uprights if appropriate)
- Safety Steward should inspect practice arena.



Safety Policy

- It is **NOT** the job of the Safety Officer to :
 - Put up & down the practice fence
 - Re-build the practice fence
 - Be a minder for dogs / children & assorted lost souls
 - Open & close gates
 - Be a runner for competitors



Safety Policy

What happens if you're dealing with an uncooperative person?

- Safety Officers might have the power of disqualification ???
- Disqualification is an option of last resort.
- However, if a competitor is jeopardising his own or others' safety **and continues to do so** despite intervention, it may have to be used.
- Decision of Safety Officer must be supported by the Show Director



Other Issues

- Manual Handling??
- Machinery, test cert etc??
- Children at work, welfare, etc
- Over night and related issues i.e. drink, drugs etc
- Child welfare officer??
- Bullying and improper behaviour



Summary

- Written Safety Policy
- How we are going to achieve our goal
- Name Safety Officer and assistants
- Train key persons in their roles
- Provide all necessary back-up
- Follow-up after show
- Change as necessary