

Name of event: .....

Location of event: .....

Facilities: .....

Grid Ref for location of Show:
--------------------------------

Area	Potential hazard	Risk factors	Control measures	Tick (4) or N/A	Additional comments
Overhead Power Lines	Electricity	Electrocution	Ensure all areas are clear – clearance for lorries/construction of trade stands		
Pre-event	Setting up of arenas	Transport of arena equipment	Transport eg tractor/trailer properly maintained. Check terrain i.e. low tree branches/overhead power cables Competent driver.		
		Handling of arena equipment	Sufficient helpers for amount of equipment. Jump cup comply with guidelines Helpers informed of correct lifting techniques. To be covered		
		Timing equipment			
	Local conditions eg other events taking place in vicinity (football, model aircraft, other horses or animals etc)	Horses may be unsettled	Establish whether other events are taking place locally		
			Any local conditions that may upset horses that are unfamiliar with them should be clearly stated in the schedule.		
Lorry/Car Park	Entrance from & Exit to road	Collision between vehicles turning on/off of highway	Police informed about event Exit signs from venue. “Slow lorries turning” signs placed on roadside		
		Escape of loose horses from showground	Gate attendant appointed “Close the gate” signs posted		
	Parking of vehicles	Insufficient space between vehicles	Lorry park attendant appointed (if space is limited)		

	Icy surfaces	Vehicles skidding	Tarmac surfaces gritted in cold weather		
	Wet weather	Vehicles skidding and getting stuck in mud	Hardcore has been laid in the gateway. Straw/shavings available to improve grip in muddy conditions. Tractor & competent driver available to tow out vehicles		
Walkways	Proximity of horses and pedestrians	Pedestrians injured by horses	Separate walkways designated for horses and pedestrians – “Horse Crossing” signs placed		
			Separate walkways designated where space is limited eg gateways		
Walkways			Warning signs giving priority to horses		
	Icy surfaces	Horses/pedestrians slipping on ice	Tarmac surfaces gritted in cold weather.		
Warming up areas	Enclosed areas used by horses and pedestrians	Pedestrians/horses injured by other horses	Steward appointed. Signs advising no spectators/no children/only horses competing Practice fence correctly flagged		
Show Jumping arenas (outside)	Proximity of horses and pedestrians	Pedestrians injured by horses	Arenas are fenced off		
			Arenas are roped off		
			Steward posted at entrance to arenas		
	State of going Boundary fencing	Fall of horse and rider Injury to spectators	Artificial surface inspected and harrowed before event and in between classes Constructed to ensure safety of both competitor & spectator – to be checked throughout event		
			Grass surfaces inspected and mown before event		
Show Jumping arenas (indoor)	Proximity of horses and pedestrians	Pedestrians injured by horses	Steward posted at entrance to prevent spectators gathering in doorway		
			“Keep clear” warning sign at entrance		
			Separate gallery provided for spectators		

Show Jumping arenas (indoor) Arenas (all)	State of going	Fall of horse and rider	Surface inspected and harrowed before event and in between classes		
	Fire	Wooden structure	Separate fire risk assessment available		
			Fire extinguishers in gallery/arena		
			No smoking in gallery/arena		
	Use of tractor and harrows/mowers		Fire exits kept clear and signed correctly		
			Harrowing/mowing carried out by competent person		
			Tractor and equipment regularly maintained		
Harrows stored away from arenas after use					
Catering & Trade Stands	Proximity of horses and pedestrians	Pedestrians injured by horses	Catering situated away from horse walkways		
	Fire	Gas bottles and naked flames/generators/electrical equip./cables	Fire extinguishers in catering unit		
	Hygiene		Caterers food safety certificate inspected		
			Rubbish bins supplied and checked during the day		
Tentage	Ropes & pegs	Marked with tape			
Lavatories	Hygiene		Steward appointed to check lavatories for cleanliness at regular intervals		
Public address system	Electrical equipment		Electrical safety check carried out		
			Equipment installed and used by competent person		
Unauthorised areas	Access to hazardous equipment eg machinery stores	Injury to public especially children	Areas locked		
			No entry signs posted		
			"Entry to authorised persons only" signs posted		

Secretary's office	Proximity of horses and pedestrians	Pedestrians injured by horses	Office situated away from horse walkways		
Stabling	Loose horses	Pedestrians injured by horses	Secure stabling Separate stabling for stallions Security personnel		
General	Horses		Not to be left tied up to stables/horseboxes/trailers unattended		
	Dogs		Dogs to be kept under close control at all times		
	Stewarding		Pre-event meeting held to inform stewards of the control measures that have been put in place.		
General	Stewarding		Stewards have received and read risk assessment relevant to their area of responsibility		
			Stewards clearly identified with armbands/tabards		
			Stewards issued with a checklist of their duties on the day		
			No stewards, but there is adequate signage to warn competitors of hazards and control measures.		
General	First-aid		First aid box onsite – state location		
			Trained first-aiders on site		
			First aid cover provided by - (state which service)		
	Quad Bikes/site vehicles	Injury to pedestrians/rider	Helmets for riders/no passengers		

**Emergency contact numbers**

<b>Contact</b>	<b>Name</b>	<b>Phone number</b>	<b>Mobile No.</b>
Doctor			
Hospital			
Police			
Veterinary Surgeon			
Farrier			

Name of assessor and position: ..... Signed: ..... Date of assessment: .....

Review date(s): .....

**BRITISH SHOWJUMPING Risk Assessment for Affiliated Show Jumping Competitions**

Continuation sheet

Area	Potential hazard	Risk factors	Control measures	Additional comments