



Solway College Inter-School Dressage Day

Risk Analysis and Management Plan

Organiser: Solway College, Masterton
Date: Wednesday, 20th September 2023
Event: Solway College Inter-schools Dressage Day
Venue: Solway Showgrounds, Fleet Street, Masterton

RISKS			
Accident, Injury & Other Loss	<ul style="list-style-type: none"> • Injury to competitors / spectators • Injury to horse / pony • Out of control horse / pony • Pre-existing medical problems • Allergic reaction to animals/plants/insects/environment • Dehydration, hypothermia, hyperthermia, sunstroke • Death by Accident • Fire / Earthquake 		
Dangers	PEOPLE	EQUIPMENT	ENVIRONMENT
	<ul style="list-style-type: none"> • Injury by falling – breaks, strains, sprains, cuts • Injury by unconsciousness • Collision with people • Collision with horses • Lack of knowledge of pre-existing medical conditions – asthma, diabetes, allergies • Dehydration, sunstroke, hypothermia • Death by Accident – major fall, being kicked or trampled by horses/ponies • Fire/Earthquake • Person being attacked by a dog • Horse or pony being attacked by a dog 	<ul style="list-style-type: none"> • Lack of first aid equipment and personnel • Lack of safety equipment, riding boots and helmets • Riders MUST always be wearing helmets while mounted • All helmets must be Yellow Tagged (as per NZPCA / ESNZ and RAS policies). The yellow tag is a visual confirmation that the helmet meets accepted Safety Standards in NZ. • Riders will be checked at the gate. If they are wearing a helmet that is not tagged, they will be required to dismount and the helmet checked. If it is non-compliant the rider will NOT BE ADMITTED into the arenas. • Helmet tagging is a free service offered by NZPCA, ESNZ and RAS throughout the country. 	<ul style="list-style-type: none"> • Ground conditions unsafe • Weather conditions inappropriate • Ground Entry security



RISK MANAGEMENT STRATEGIES			
Normal Operation	<ul style="list-style-type: none"> ● Clarify procedures for dealing with injuries/illness ● School supervising staff obtains data of participant's allergy details and medical problems ● Give clear instructions of boundaries, behaviour and hazardous areas ● Instructions on availability of obtaining water, ice, medical and veterinary attention ● Adequate supervision of competitors whilst on show grounds ● Clear procedures on evacuation procedure 	<ul style="list-style-type: none"> ● Schools to provide their own, adequate first aid kit ● Designated first aid officer and ice available provided by the event organisers ● Equine Vet on call and available in the event of an emergency. South Wairarapa Vets - 063770461 ● Key event personnel will have mobile phone contact with each other throughout the day 	<ul style="list-style-type: none"> ● Venue checked by event organisers ● Cancellation procedure established ● Ground entrance through Fleet Street ● Please keep all other gates closed at all times
Emergency	<ul style="list-style-type: none"> ● Phone access to emergency services ● On-call medical practitioners will administer first aid as necessary. ● Minor injuries to be dealt with by supervising adults. Major problems to be dealt with by qualified first aiders/doctors. ● Coordinate with adult and emergency vehicle if assistance is required ● Wairarapa Hospital, Te Ore Ore Rd, Lansdowne, Masterton Ph 06-9469800 ● Child supervisor is responsible for contacting the school, parent/caregiver of the injured child. ● Procedures in place to minimise loss should the worse-case scenario happen. ● Schools should produce their own check-list and cross-check with below – ● *First Aid Kit *First Aid provider/nominated adult to handle first aid 		



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	<ul style="list-style-type: none">• *Telephone access/mobile phone *Trip details, contact list left with competitors' school• If a school needs to make an emergency call, a cell phone will be made available by the organisers.		
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