

GREG COOK HORSESMANSHIP Pty Ltd
ATF GREG COOK HORSEMANSHIP TRUST
RISK and CRISIS MANAGEMENT PLAN

This plan includes guidelines to identify and reduce the risk of accidents during equestrian events. Equestrian Australia has a reasonably detailed event risk checklist available for download from www.equestrian.org.au and we have added those relevant to this plan. This plan will not cover everything that could pose a risk. It is not possible to avoid risk entirely.

The plan intended to provide for a reasonably safe environment for people and horses. It must be recognised, however, that the handling and riding of horses is a dangerous activity and can result in serious injury and loss. Greg Cook Horsemanship Pty Ltd ATF accepts no responsibility for any loss or damage suffered by any person. All persons who handle or ride a horse, or who attend on, any premises at which we conduct an event do so entirely at their own risk.

Background

Risk management is an integral part of good event management.

General

Greg Cook Horsemanship Pty Ltd ATF must appoint an instructor to be responsible for safety and risk management at events (Safety Officer/Risk Management Officer).

At Greg Cook Horsemanship Pty Ltd ATF events and other activities, the Safety Officer and any other instructor of the day, each have the authority to make any decision necessary in relation to any matter concerning safety.

The Safety Officer and at least one other member of Greg Cook Horsemanship Pty Ltd ATF must inspect all areas of the venue that are likely to be used. If necessary, they will discuss with the venue manager/property owner any potential hazards that require attention before the event is run.

Inspections of higher-risk areas (e.g. arenas, spectator areas and meal areas) should be repeated during the event as appropriate.

All events follow the Written Instructions of Greg Cook Horsemanship Pty Ltd ATF.

Volunteers and other event personnel must have the required experience and knowledge or must be appropriately trained and supervised before commencing duties.

All event personnel should know and understand safety procedures.

Unusual occurrences must be recorded for future safety considerations.

The Organising Committee must have appropriate crisis management documentation.

There must be a list of emergency services contact details and emergency contact details for participants .

First Aid kits and basic veterinary tools should be on site and easily accessible.

All participants should sign waiver/release forms.

Dogs are not permitted at Greg Cook Horsemanship Pty Ltd ATF events.

Venue

The venue must meet all safety requirements of the event.

Arena(s): Arenas must be defined clearly and use appropriate surrounds.

Parking: Parking areas must be safe and of sufficient size to permit safe movement of vehicles at all times.

Spectators: Spectators attend at their own risk. However this risk is managed by providing safe viewing areas.

Entry to and exit from the venue should be safe for trucks and floats.

Traffic: Vehicle, spectator and horse traffic should be kept separate and should be controlled or at least clearly marked where they intersect.

Camping: Where electricity/gas is available these must be stored appropriately and all cables/pipes properly covered and/or fenced. Similar precautions relating to electricity and gas apply elsewhere.

Horse accommodation: Horse accommodation (stables, yards) must be of a structure complying with current standards for horses

Horse warm-up areas: The horse warm-up area(s) must be adequate for the number of horses and must be kept free of public spectators

Electric fencing must be sign-posted

Emergency personnel: Is not required for Greg Cook Horsemanship Pty Ltd ATF events. Appropriate personnel (doctor, veterinarian, etc.) will be contacted immediately where required by the Safety Officer.

Float Parking

Vehicle drivers must ensure that horse floats are parked a sufficient distance (around 9 metres) from other floats to enable a horse to be tethered to each float and to move around without coming so close to another horse as to permit one horse to kick the other or to damage vehicles.

Parking should be organized in a way that does not block the exit for others.

If a tethered horse is known to have a propensity to kick or engage in any activity that might be a danger to a passer-by, that horse must be attended by a suitably experienced person at all times whilst it is tethered.

All horses must be tethered in accordance with good practice.

Any horse that is behaving in a manner considered to be dangerous to any personnel by the Safety Officer may be required to leave an event. Any horse so required to leave will not be permitted to be ridden in that event.

The Public

There are restrictions on members of the general public attending any Greg Cook Horsemanship Pty Ltd ATF event. They will be required to fill out an Indemnity Form as a Fence sitter and it should be assumed that members of the general public are not familiar with the behaviour of horses and do not know how to handle them or how to behave in their presence. Accordingly, persons riding or handling a horse must be especially alert for the presence of members of the general public (including in particular children).

Members of the public will not, be permitted to enter an area that is occupied by participants. This will include areas where horses are tethered or being walked, stables, wash bays and warm up areas.

Emergency contacts

Ambulance 000

NB: if using an Optus mobile you can also dial 112

The following must be filled in as each event arises:

Hospitals:

Address:

Tel:

Address:

Tel:

Medical advice:

Tel: **13 43 25 84**

Electrician

Plumber

Special Considerations

Spectators must stay within assigned areas.

Arena surrounds are safe.

Potential hazards can be, among others:

- (a) Unutilised tack on the rails of arena must be removed to the outside of the arena.
- (b) ASA Safety helmets and appropriate footwear must be worn while on horseback.

HORSE CLINIC CRISIS PLAN

This plan coordinates the management of an incident involving a serious human or equine injury or fatality.

Duties

1. Safety Officer shall respond to the accident site or a designated area for the appropriate instructions or mobilization.
2. Safety Officer will discuss situation with other Greg Cook Horsemanship Pty Ltd ATF and/or Medical/Veterinary personnel as appropriate augment medical efforts.
3. OR (upon consultation with Medical practitioner by phone) should designate a representative to accompany injured rider to hospital for assistance and communications back to the Safety Officer as appropriate. This may include assisting hospital personnel in notifying family members or obtaining data from event information.
4. In the event of a human fatality, the Safety Officer will designate one person to coordinate communications with law enforcement representatives and/or the coroner.
5. In the event of an equine fatality, the Safety Officer will enact plan for transport of horse to designated facility for necropsy.
6. For security and confidentiality, limited discussion of the incident will take place on a VHF Radio. Any communication about the incident should be done in person or by telephone. If the accident involves a fatality, it is very important that this not be publicly reported until the proper time as determined by consultation with authorities.
7. As per this Risk and Crisis Plan, reports shall be completed by the Safety officer using the appropriate member(s) as resources.

Emergency Response

1. Safety Officer will direct communications and response as appropriate.
2. A Greg Cook Horsemanship Pty Ltd personnel will inform the public that there is a hold on course, but not go into any details. Time should be filled with participants ensuring their horses are removed from the area. In special circumstances such as ambulance response on property, horse trailer responding for evacuation of horse or medical helicopter landing, Greg Cook Horsemanship Pty Ltd ATF personnel may have to coordinate evacuation of the necessary areas including securing of horses.

3. After consultation with Greg Cook Horsemanship Pty Ltd ATF personnel, begin procedures for resuming event at the appropriate time.

Action at Fence

1. Screens should be placed around an accident while any treatment is taking place.
2. Crowds should be kept a safe distance from accident.
3. Take rider or horse into ambulance as quickly as possible, subject to Medical/Vetinary advice. The course should be cleared as soon as possible to continue the competition.
4. Any other experienced equestrian people who witnessed the accident will also be asked to make statements.
5. Obtain all available information as possible and refer to the appropriate agency on incident reports. Limited information is better than no information at all.

CRISIS TEAM

Title

Name

Title

Name

Veterinarian