**PONY CLUB NSW - Risk Assessment Tool**

**RISK RATING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | CONSEQUENCES: How severely could it hurt someone? | | | |
| LIKELIHOOD: How likely is it that it will occur? | EXTREME Death, permanent disablement | MAJOR Serious bodily injury | MODERATE Casualty treatment | MINOR First aid only |
| VERY HIGH Could happen frequently | 1 | 2 | 3 | 4 |
| HIGH Could happen occasionally | 2 | 3 | 4 | 5 |
| MEDIUM Could happen, but rare | 3 | 4 | 5 | 6 |
| LOW Could happen, probably never will | 4 | 5 | 6 | 7 |

**Score Action**

1, 2 or 3 Do something about these risks immediately

4 or 5 Do something about these risks as soon as possible

6 or 7 These risks may not need immediate attention

**RISK ASSESSMENT**

**Event:** 22nd March Rally Day

**Location:** Murrumbateman Recreation Grounds

**Date:** 22nd March 2020

**Risk Management Committee:** Rob McLachlan, Roz Pengilly, Cait Greenup, Lis Croser with support from those members of the General Committee attending the event

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk** | **Risk Rating** | **Control / Actions** | **Person Responsible** |
| Determine whether any members have travelled overseas in the last month on NSW Health watch list <https://www.health.nsw.gov.au/Infectious/diseases/Pages/coronavirustravellers.aspx> | 1 | If rider and/or family members have been to Covid-19 affected countries, family may not attend and need to self isolate for 14 days and unable to attend pony club until signed off by Doctor | Self-monitoring and if necessary self-isolate– members must determine their own level of risk depending and their current health status |
| Contracting Covid-19 during travel to event – driving – | 4 | Ensure that riders follow all guidelines produced by NSW Health on how to protect yourself – see below | Self-monitoring – members must determine their own level of risk depending and their current health status |
| Contracting Covid-19 – whilst at Pony Club | 4 | PCA NSW has in place bio-security protocols for both riders and horses – riders should follow all directions of Organising Committee who will ensure that suitable cleaning of the venue has been completed prior to and during the event and riders to follow all guidelines produced by NSW Heath on how to protect yourself – see below  22nd March rally day specific actions:   * Unmounted briefing after ponies put into yards to go over the ‘rules’ * Attendees are to only touch their own horses and gear * Gear checkers are not to touch gear or horses so parents/riders need to assist by lifting saddle flaps, checking girths etc * There will be no activities requiring equipment to be passed between riders * Attendees to BYO gloves for show jump set up, pack up and picking up rails * Attendees to BYO morning tea and lunch * Hand wash station to be set up at water tank with supervised washing of hands before eating   Note: attendees found not to be complying with these risk mitigation actions will be asked to leave the event. | Organising Committee to oversee risk mitigation actions during the event.  Self-monitoring – members must determine their own level of risk depending and their current health status  Social distancing should also be followed by all persons in attendance  Carers to monitor children to ensure compliance |
| If rider has concerns of possible contraction of Covid-19 | 2 | Follow NSW Health update on how the virus is spread and how long does Covid19 last on surfaces - riders should follow all directions of Organising Committees and follow all guidelines produced by NSW Heath on how to protect yourself – see below | Self-monitoring – members must determine their own level of risk depending and their current health status |