

RISK ASSESSMENT

BARSTOBRICK EQUESTRIAN AND INDOOR RECREATION CLUB

Risk assessment - topic/area covered			
Location(s):	Barstobrick, Ringford, Castle Douglas. DG7 2AT, What3Words: corrosive.committee.stubble		
Location/site entrance:	A762		
Tasks/activities:	Preparation for event, setting up/down. Stars (Dog Agility), Dressage, Working Hunter, Show Jumping, Arena Eventing, Le Trec and Carriage Driving.		
Health & Safety folder	Risk Assessment, Health & Safety Policy, Accident forms, Incident Log, Concussion Guidance. All available from folder outside Office.		
Vet:	Galloway Vets 01557330632, Stewartry Vets 01556502263, Dunmuir Vets 01556502400		
Person with overall responsibility for health & safety	Trine Campbell	07548503561	trinefr@hotmail.com
Risk Assessment approved by	Trine Campbell/Susan King	Signed	
Emergency services on site			
Accidents/incidents	All accidents/Incidents to be recorded according to guidance given I folder by office.		
Provision of first aid	Trained First Aiders present at organised events		
Emergency plan	In case of fire follow signage		
Further risk assessments in place	A detailed COSHH (hazardous substances) risk assessments is in place within the health and safety file. A list of hazardous substances on site is within the health and safety file with the proprietor.		

Risk assessment sign off	
Date for review:	This risk assessment should be reviewed if additional risks not covered are identified or if there is any reason to suggest that the control measures are deemed to be insufficient. March 2026

Risk matrix

Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk rating (RR).
		4	4	8	12	16	20	
		3	3	6	9	12	15	
		2	2	4	6	8	10	
		1	1	2	3	4	5	
			1	2	3	4	5	
		Severity (S)						

Acceptability of risk guidance	High risk: 15-25	High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.
	Medium risk: 8-12	Medium risks should only be tolerated for the short term and only whilst further control measures to mitigate the risks are being planned and introduced.
	Low risk: 1-6	Low risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.

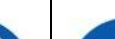
Guidance. When completing a risk assessment, you should:	1. Identify the persons at risk and the significant hazards. 2. Calculate an initial RR for the activity. 3. Identify risk control measures that reduce the risks to an acceptable level. 4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings.
---	---

1. Identify the persons at risk and the significant hazards.
2. Calculate an initial RR for the activity.
3. Identify risk control measures that reduce the risks to an acceptable level.
4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings.

Note. Ideally, you should look to reduce the risks so that the task can be classified as “low risk”.

Personal protective equipment (PPE) assessment
--

In many instances, you will be able to reduce risks further by asking stewards/others to wear/use PPE. You should identify which items are required for the task here:

Type of PPE:								
	Head	Foot	Eye)	Hand	Hearing	High-visibility vest	RPE	Fall arrest
	Y	Y		Y		Y		N

Additional requirements (list here):	
--------------------------------------	--

Note. PPE must only be considered when other control measures, are not possible. PPE should always be considered as a last resort option. PPE should be worn when there is reasonable justification for doing so.

Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			L	S	RR		L	S	RR
Setting up/down	Event organisers, Stewards, Volunteers, Contractors, Visitors, Members of the public, Others	Cuts, grazes etc from using equipment Manual handling injuries from using incorrect lifting techniques	3	2	6	- Contractors supplying equipment provide own risk assessments and copies of relevant insurance - All loading/unloading is carried out in safe areas. - Heavy lifting carried out using correct manual handling techniques. - Transport eg tractor and trailer, or quad bike properly maintained. - Operators of tractor or quad bike to be trained and wear appropriate safety equipment.	2	2	4
Slips, trips and falls	As above	Members and spectators may be injured from slipping or tripping while on site	3	4	12	Ground conditions and any significant slip or trip hazards have been identified and removed or segregated.	1	4	4
Welfare/hygiene facilities	As above	General welfare issues	3	2	6	- Toilets provided and include a washbasin with warm running water. Separate toilets signed for male and female use. - Sufficient facilities for the numbers of persons using them.	1	2	2
Handling, using and storing of hazardous substances	As above	Fire, explosion, intoxication, ill-health effects	3	5	15	- The amount of hazardous substances stored on site is kept to an absolute minimum. - A separate COSHH assessment is completed on all hazardous substances. - Stewards briefed in the safe use, handling and storage of substances as per COSHH assessment	2	5	10

Risk assessment					
Activity			Initial	Risk control measures	Residual

	Persons at risk	Significant hazards	L	S	RR		L	S	RR
Traffic management	As above	Potential collision between people and vehicles Potential collision between vehicles and structures Potential collision between vehicles	4	5	20	- Wherever it is practicable to do so, pedestrian and vehicle routes to be separated with physical barriers. - All parking areas and routes clearly identified. - Separate car park for the general public - Designated disabled parking - Stewards to monitor and manage vehicle movements - Designated route and parking in place for emergency vehicles if required which is maintained	2	5	10
Loose horse	As above	Injury caused by loose horse	4	2	8	- In the case of a loose horse a warning of "LOOSE HORSE" must be shouted and action taken. - Where possible barriers or gates must be in place to prevent loose horses escaping onto the road. - When not being ridden horses must be tied to a fixed point and not left unattended. - If possible ensure access gate is closed during riding activities. - Warnings issued via tannoy system when appropriate.	3	2	6
Warm up arena	As above	Injuries caused by contact with horses, kicks and bites.	5	4	20	- Limit the number of riders in warm up area to 8 to ensure that it is not overcrowded. - Riders are to follow the rules of the school, for example passing left hand to left hand and the slower pace moving to the inside. Warm up fences should be marked with red and white markers to identify the direction they are to be jumped in. - Practice fences must not exceed the height of the class plus 10cm. - The number of persons in the arena to help with rebuilding/adjusting the fences is limited at any time. - The surface and equipment are checked by the event organiser prior to use each competition day and ground attended to as needed. - Surface maintained and checked regularly by local instructor Isla Foley. - It is the rider's responsibility to ensure that the horse is under control at all times. - Pedestrians stood in close proximity to horses must be responsible for their own safety. - Pedestrians and handlers should avoid standing directly behind horses.	3	3	9

						- Any horses that are prone to kick must wear a red ribbon in their tail. - All riders must wear an approved riding hat at all times. - Congestion building up with horses around entrances to the arena must be monitored and riders/handlers will be asked to move away to create space. - It is the horse owner/rider's responsibility to ensure that the horse's tack is safe, sound and secure and fits correctly. - Arenas to be monitored by stewards who can seek assistance in the event of accident. - Emergency vehicle access always available			
Manual Handling	As above	Musculoskeletal injuries such as back injury from people attempting to move heavy or awkward objects	2	5	10	- Manual handling is avoided where possible. Where manual handling cannot be avoided, only suitable individuals will be involved, and provided with suitable information and training. Stewards/volunteers will be informed of the dangers of manual handling and instructed to assess loads before handling. Repetitive bending is avoided wherever possible, and individuals will take regular breaks & rotate tasks. - Organisers to give pre-event briefing session with all stewards/volunteers to include instructions on manual handling, including: - Not to lift unless comfortable in doing so - Young persons and others at significant risk (e.g. persons with a previous back injury) instructed not to lift heavy weights. - All lifting by young persons to be supervised - Wherever possible, lift items with assistance rather than alone - Setting up/down involving heavy structures to be supervised - Larger and heavy items are to be moved using appropriate machinery and competent operators.	1	5	5
Main Arena	As above	Injuries caused by poor course design or faulty equipment	4	5	20	- Courses are to be designed by a suitably qualified or experienced person. - Numbers or red and white flags are to be used to identify the direction in which fences should be jumped. - Safety cups are to be used on all fences in accordance with current rules. - The equipment used to create fences for the competition is checked for suitability and safety and inadequate materials are removed and not used. - The course and ground are considered as part of the course design and layout. - The surface should be checked for suitability and safety. - Lighting should be suitable and sufficient for proposed activity.	3	4	12

Spectators Area	As above	Fire Falls	4	4	16	• Fire exits to be free from obstruction • Access to be segregated from horses and riders. • Clear fire exit signage to be in place. • NO SMOKING signage to be displayed. • Ensure a fire extinguisher is situated in this area.	2	3	6
Fire safety	As above	Fire and explosion Uncontrolled spread of fire	3	5	15	• Register of hazardous substances stored in the health and safety file • All hazardous substances are stored, handled and used correctly as per COSHH assessment • Combustibles to be kept to a minimum • There is a waste removal plan in place to prevent build up of combustibles • Potential sources of ignition are identified as: - Cooking equipment, smoking, vehicles • A nominated person will contact the emergency services and provide them with any relevant information about any dangerous substances at the event from information in the health & safety file. • Fire extinguishers are serviced and supplied by an approved provider. • • No Smoking allowed in arenas. • Hazardous substances, generators and electrical equipment used caterers to be declared pre event. • Indoor area contains adequate fire escape route • Risk assessment is in place for indoor area	2	5	10
Electricity	As above	Electric shock from wiring. Fire caused by faulty wiring. Electric shock in wet weather	2	5	10	• All portable appliances used by caterers to be PAT tested. Exposed cables covered with a rubber mat • Electric wiring in all areas is maintained and inspected regularly and five year installation check is carried out. EICR Report. • Electrical equipment installed by a competent person.	1	5	5
Portable Gas	As above	Fire and explosion, intoxication	2	5	10	• Stored correctly away from public areas and away from sources of ignition/combustibles • Taller gas bottles to be chained • A separate COSHH risk assessment is in place	1	5	5

Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			L	S	RR		L	S	RR
Stewards/stewarding	Event organisers, Stewards, Volunteers,	Training, knowledge and experience necessary to fulfil the role for which they have been employed	3	4	12	- The number of stewards required is determined by this risk assessment and by the anticipated numbers attending. This is decided by the show organiser. - The organisers follow procedures to ensure that all stewards are suitable for their roles. - Stewards never to be asked to complete duties that they have not been appropriately trained for. - Regular well being checks on stewards carried out throughout the day - Nominated persons to call and liaise with emergency services if required	1	4	4
Contractor management	As above	Inadequate health and safety procedures leading to hazardous situations and potential injuries	2	4	8	- Contractors only appointed if they are able to prove that they have the appropriate skills, knowledge, training and resources to complete works in a safe manner. - The organisers request copies of the contractors' safety policies, risk assessments for their work, certification and training, safety method statements and public liability insurance prior to employment. - All works completed by contractors are planned and co-ordinated. - Site safety rules developed and communicated - Contractors must follow the rules whilst they're working on site.	1	4	4
Children/Young Persons Volunteering	Children/Young People	When Volunteering, the Young people may be at risk when helping in arenas at an event form close contact with horses/heavy lifting/trips etc.	3	5	15	- Age plays a big part in the ability to recognise and avoid risk. Where young persons are volunteering in an event, there will be adequate supervision at all times. If volunteering, there will be no groups of children under the age of 16 working in an area without direct supervision of an adult. - Where young persons are volunteering, the organiser will take specific time to explain procedures and take particular care to describe and point out the potential hazards identified within the risk assessment - All children under the age of 16 to be accompanied by an adult.	2	5	10
Children and Young Persons	As above	E.g. A young person taking unnecessary risks resulting in injury	3	5	15	- Organiser ensures that adequate first aid arrangements have been provided, including adequate numbers of first aiders (proportionate to the level of risk e.g. size of event, type of activities, audience profile). - Ensure that first aid provision is clearly signposted at the event.	1	2	2

		Separation /lost children or vulnerable adults				- Where necessary, liaise with the Emergency Services in advance to ensure that adequate emergency arrangements are in place and that all involved are informed - First aid information provided to all staff prior to the event - Accident book will be stored in the health and safety file and placed in the office - All injuries to be completed in the accident book - Any accidents, incidents or near misses that are reportable under RIDDOR will be reported Accident book is compliant with data protection and HSE recommended format			
Outside Caterers	Everyone	Fire, food poisoning, infection	2	4	8	Outside caterers must produce their own risk assessment.	1	4	4
Arena Hire	Users	Riding accident mounted/unmounted	3	3	9	Riders must be made aware that they ride in the arenas at their own risk. Riders to be advised to be accompanied by another adult when schooling.	2	3	6
Extreme weather High winds Extreme heat Heavy rain Thunder and lightning	As above	Flying debris has the potential to cause serious injury. Extreme heat can lead to heat stroke and dehydration Heavy rain can create slip hazards	2	5	10	- Weather forecast monitored daily and in the run up to the event - An assessment of the site to be carried out on the day in the event of high winds. - Event Organisers to cancel the show or certain activities if there is extreme weather forecast (e.g. high winds of over 30 mph, rain, etc). - Organisers to liaise with first aid contractor in the event of extreme heat	1	5	5
Waste	As above	Poor management leading to the accumulation of large quantities of waste and subsequent fire	3	5	15	Rubbish bins to be provided and emptied as appropriate.	1	5	5

[illegible]

Health and Safety Laws/Regulations that apply

Health and Safety at Work Act 1974
Management of Health and Safety at Work Regulations 1999
Manual Handling Operations Regulations 1992.
Personal Protective Equipment at Work Regulations 1992
Workplace (Health, Safety and Welfare) Regulations 1992.
Health and Safety (Signs and Signals) Regulations 1996.
Health and Safety (Consultation with Employees) 1996.
Health and Safety (First Aid) Regulations 1981.
Health and Safety Information for Employees Regulations 1989.
Electricity at Work Regulations 1989.
Control of Substances Hazard to Health Regulations 2002 (COSHH).
The Fire (Scotland) Act 2005 and The Fire Safety (Scotland) Regulations 2006
Control of Vibration at Work Regulations 2005
Control of Vibration at Work Regulations 2005