

# RALLY RISK MANAGEMENT PLAN

<b>Site Location</b> 124 Green Road Dairy Flat 0792	<b>Event</b> Pony Club Rallies Adult Ride <b>FIRST AID CONTACTS FOR RALLY NIGHT:</b> Head Coach and rally coaches
<b>Emergency Contacts</b> Kayla Smith (DC) 021 585 558 Anne Neilson (VDC) 021 470 571 Chris Hawkes (President) 021 557 807 Melissa Pine-Martin (H/S) 021397384 Sarah Revis (Head Coach) 021 148 0830	<b>Emergency Contacts</b> Ambulance/Fire/Police: 111 Veterinary Associates: (09) 412 7388 Dairy Flat Vet (09) 426 9535 Vets North Silverdale 09 869 3045
<b>First Aid Kits Located</b> Container club rooms (Human and equine)	<b>Date of Approval</b> July 2023 <b>Approved by:</b> Kayla Smith, DC

INCIDENCE	POTENTIAL CONSEQUENCES				
	Insignificant	Minor	Moderate	Major	Catastrophic
<b>A (probable)</b>	H	H	E	E	E
<b>B (likely)</b>	M	H	H	E	E
<b>C (possible)</b>	L	M	H	E	E
<b>D (unlikely)</b>	L	L	M	H	E
<b>E (rare)</b>	L	L	M	H	H

ACTIVITY	HAZARD	INITIAL RATING	PREVENTATIVE MEASURE	FINAL RATING	PERSON RESPONSIBLE
Health on arrival	Covid 19	D	Do not come to the grounds if feeling unwell or tested positive for Covid 19	H	Safety/Office/Committee / DC

Arrival at Pony Club	Traffic	M	Cones on road and signage as enter pony club  Limit speed on ground to 5kph	M	Safety/Office/Committee / DC
On-Ground	Unruly Horses	L-H	Keep distance from other horses 2 metres minimum Red ribbon on tail at all times	L  L	Rider / Person  Head Coach and Coach
<b>ACTIVITY</b>	<b>HAZARD</b>	<b>INITIAL RATING</b>	<b>PREVENTATIVE MEASURE</b>	<b>FINAL RATING</b>	<b>PERSON RESPONSIBLE</b>
Rally Activities	Faulty horse and rider gear	M-H	NZPCA approved helmet/ footwear/back protector to comply with NZPCA general regulations. Note: from August 2023 all helmets must comply with new regulations and be tagged with a NZPCA yellow tag. Back protectors must comply with August 2020 new regulations and be tagged with a red NZPCA tag.	L	Rider / Person  Head Coach and Coach  Health and Safety / Committee & DC
	Dangerous ground conditions	M-H	Assess ground conditions. Cancel mounted rally when needed	L	President Head Coach and Coach
	Falls	M-E	Ride within capabilities  Report incident to head coach and health and safety. Complete incident report.  Follow concussion rules	L	Rider / Person  Head Coach Health and Safety / Committee & DC

	Accident/ illness/ injury	L-M	<p>All must be documented in the reporting book and accident report form to be filled out.</p> <p>Health and Safety officer notified.</p> <p>First aid kit and accident report forms and book kept in first aid – in container.</p> <p>All reports go to Health and Safety officers committee meetings and notify NZPCA and WRAPC as appropriate</p>	L	<p>Rider / Person</p> <p>Head Coach Health and Safety / Committee &amp; DC</p>
Site Safety	Public and Pony Club Members	L-M	<p>Hazard Signs and Cones at entry</p> <p>Pond on site</p> <p>Farming fences</p>	L	<p>President</p> <p>Health and Safety / Committee &amp; DC</p>

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Spectators	Family members and supporters	L-M	Appropriate footwear No flags, banners, umbrellas or dogs	L	Person Committee
Leaving rally for home	As per arrival	L	Always close gate	L	Rider / Person

Responsibility is indicated for each of the actions required. The first person on the list has the onus of responsibility for the safety measures. If the safety issue is not resolved at that level, then the matter is escalated through the chain of responsibility until compliance with the safety requirement is met.