



## Irish Pony Club Covid-19 Risk Assessment Form

<b>Date:</b>	<b>Location:</b>	<b>Eircode:</b>	<b>Event:</b>
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Hazard	Details	Risk Group	Actions Planned	Risk Level	Remarks
<b>Spread of the Covid-19 virus.</b>	<p><b>Covid-19 Compliance Officer</b></p> <ul style="list-style-type: none"> <li>• Understanding of the Government, HSE and IPC Covid-19 Guidelines.</li> <li>• Covid-19 Procedures agreed?</li> <li>• Understanding of Social Distancing?</li> <li>• Understanding of measures to implement.</li> <li>• Adequate PPE and sanitisation equipment available?</li> </ul>	<p>Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.</p>	<p>Training for the Covid-19 Compliance Officer Supply of Personal Protective Equipment (PPE), Hand Sanitiser, Hand Wash and Sanitisation Equipment and Facilities. Briefing with the Branch Officials prior to the activity to plan protocol and prepare for implementation of measures.</p>	<p>High  Acceptable  Low</p>	
<b>Spread of the Covid-19 virus.</b>	<p><b>Activity Type:</b></p> <ul style="list-style-type: none"> <li>• Suitability of the activity for social distancing?</li> <li>• Does the activity meet Government, HSE and IPC guidelines and restrictions?</li> <li>• Can all personnel and members involved be supported in a safe and effective manner?</li> </ul>	<p>Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.</p>	<p>Investigation of venue in advance of the activity for suitability. Planning of the activity in advance to ensure that it satisfies all measures. Identification of number of personnel required, keeping it to the minimum and detailing how each person can be protected. All personnel should bring their own hand sanitiser. Personnel with underlying conditions or any symptoms should not attend.</p>	<p>High  Acceptable  Low</p>	
<b>Spread of the Covid-19 virus.</b>	<p><b>Personal Protective Equipment:</b></p> <ul style="list-style-type: none"> <li>• All necessary PPE available (Gloves, Masks, Plastic Apron)</li> <li>• Understanding of how to safely use and dispose of PPE?</li> <li>• Signage to direct to where it is available?</li> </ul>	<p>Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.</p>	<p>Procure supplies of PPE, gloves, masks, plastic aprons etc. Make them available to all officials. Provide guidance documents on the safe use of the equipment. Provide information on the correct disposal of PPE to prevent cross contamination.</p>	<p>High  Acceptable  Low</p>	



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Spread of the Covid-19 virus.	<b>Main Entrance and Exit:</b> <ul style="list-style-type: none"> <li>Contact Tracing</li> <li>Gates</li> <li>Social Distancing</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Assign a steward to monitor the gate and maintain a log of all people entering the premises. Provide them with the training to understand and implement social distancing, sanitisation procedures.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Parking:</b> <ul style="list-style-type: none"> <li>Supervision</li> <li>Social Distancing Parking</li> <li>Social Distancing of People.</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Assign a steward to maintain a 5m social distance between vehicles and a 2m social distance between people. Signage and instructions to ensure that all people understand that gatherings are prohibited.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Walkways for Ponies, Horses and People:</b> <ul style="list-style-type: none"> <li>Safe routes that accommodate social distancing?</li> <li>Procedure for opening and closing entrance gates to prevent cross contamination?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Ensure that people follow social distancing while moving from the parking area to the arena. Signage and instructions to ensure that all members understand these rules. Steward assigned to open and close gates. No gatherings. Walkways clearly signposted.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Buildings, access to:</b> <ul style="list-style-type: none"> <li>Toilets</li> <li>Stable blocks</li> <li>Indoor arenas.</li> <li>Cleaning of toilets, hand washing facilities, doors, gates?</li> <li>Social Distancing</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Access to all buildings restricted. If a person requires use of the toilet facilities, parents should accompany young children. Appointed steward should also accompany the members and the parent (if present) to unlock the facility and ensure that the parent or member sanitise the area following use. Toilets must be cleaned regularly if in use.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Isolation Area:</b> <ul style="list-style-type: none"> <li>Suitability of the area?</li> <li>Equipment available?</li> <li>PPE and sanitisation tools available?</li> <li>Fit for purpose?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Identification of a suitable area prior to the activity with enough space to accommodate social distancing. Chairs, first aid, PPE, hand sanitisation and cleaning equipment all available for use.	High Acceptable Low	

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<b>Spread of the Covid-19 virus.</b>	<b>Waste Disposal:</b> <ul style="list-style-type: none"> <li>Procedures in place to handle waste disposal and prevent cross contamination?</li> <li>Bins and bags available and in appropriate locations?</li> <li>Steward in place to monitor area?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Steward assigned to monitor and manage waste disposal. Providing with information on the correct procedures to follow. Decontamination process in place to maintain safety and hygiene.	High Acceptable Low	
<b>Spread of the Covid-19 virus.</b>	<b>Instructors:</b> <ul style="list-style-type: none"> <li>Understanding of the Government, HSE and IPC Covid-19 Guidelines.</li> <li>Sanitisation Equipment</li> <li>Adequate PPE available?</li> <li>Social Distancing</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Instructors will be briefed on all guidelines and procedures. They will be advised to bring their own hand sanitiser. PPE and hand sanitiser will be available on site from officials. Instructors with underlying conditions or symptoms should not instruct. They should maintain a social distance while instructing and be mindful of this when preparing the lesson plan and choosing the equipment for the training.	High Acceptable Low	
<b>Spread of the Covid-19 virus.</b>	<b>Gatherings:</b> <ul style="list-style-type: none"> <li>Covid-19 Compliance Officer.</li> <li>Signage.</li> <li>Restrictions on numbers attending the activity.</li> <li>Spectators.</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Signage to clearly state that gatherings are prohibited. The Covid-19 Compliance Officer should monitor and manage all areas, preventing gatherings and where people fail to comply, asking them to leave the venue immediately.	High Acceptable Low	
<b>Spread of the Covid-19 virus.</b>	<b>Trips, Slips, Falls:</b> <ul style="list-style-type: none"> <li>Procedure for managing trips, slips or falls?</li> <li>Access to PPE and sanitisation tools?</li> <li>Communication procedures?</li> <li>Isolation area?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Instructors, First Aider should assess the situation from a social distance initially. Covid-19 Compliance Officer and Health and Safety Officer should attend the scene. PPE and hand sanitisation protocols should be followed at all times.	High Acceptable Low	

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Spread of the Covid-19 virus.	<b>Equipment:</b> <ul style="list-style-type: none"> <li>• Procedure for handling and moving equipment?</li> <li>• Procedure for sanitising equipment?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Where possible, instructors should bring their own equipment. One person should be assigned to assist if required wearing PPE. All equipment should be decontaminated after use antibacterial cleaning materials. Personnel should follow hand sanitisation procedures and should refrain from touching their face.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Substances, cleaning fluids and washing materials, hand sanitiser:</b> <ul style="list-style-type: none"> <li>• Safe Storage?</li> <li>• Understanding of the correct uses for antibacterial cleaning supplies?</li> <li>• Disposal of cleaning supplies?</li> <li>• Prevention of cross contamination when handling substances?</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Stored securely. Officials on site should be able to access the equipment quickly. There should be adequate supplies for the officials and instructors present. A hygiene station may be set up. Disposal procedures should be discussed and implemented by the Covid-19 Compliance Officer. Cross contamination prevention procedures should be in place.	High Acceptable Low	
Spread of the Covid-19 virus.	<b>Signage:</b> <ul style="list-style-type: none"> <li>• Clear informational signage to address social distancing, respiratory etiquette, hand washing rules.</li> </ul>	Members, Parents, Guardians, Officials, Instructors, General Public, Animals, Property, Property Owner.	Clearly visible. Displayed in the appropriate places.	High Acceptable Low	

<b>Branch Official in Charge:</b>	<b>Branch:</b>
<b>Covid-19 Compliance Officer:</b>	<b>First Aid:</b>
<b>Instructor:</b>	
<b>Date Accessed:</b>	<b>Signature:</b>
<b>By (Print Name):</b>	