

# Risk Management Policy

By the Australian Side Saddle Community.



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## 1. Purpose

This Risk Management Plan identifies potential risks associated with equine activities and outlines control measures to minimise risk to participants, spectators, horses, officials, volunteers, clinicians, and the public.

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## 2. Scope

This plan applies to all individuals and assets involved in ASSC equine activities, including but not limited to: mounted and unmounted participants, spectators, clinicians and instructors, officials and volunteers, horses and related equipment, the venue and its surroundings.

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## 3. Responsibilities

### Event Organiser (ASSC)

- Ensure appropriate planning, supervision, and implementation of safety measures
- Appoint an Event Coordinator for the day
- Ensure emergency procedures are in place and communicated
- Maintain incident records

### Event Coordinator (On the Day)

- Conduct site safety checks
- Brief participants, clinicians, and volunteers on safety procedures
- Act as primary contact for emergencies

### Clinician / Instructors

- Conduct sessions within participant capability
- Stop activities if conditions become unsafe
- Report hazards or incidents immediately

### Participants

- Follow instructions from organisers and clinicians
  - Wear appropriate riding attire and approved helmets when mounted
  - Ensure horses are fit and suitable for participation
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## 4. Risk Identification & Control Measures

Risk	Likelihood	Consequence	Control Measures
Falls from horse	Possible	Serious injury	Helmets required; suitable rider levels; clinician supervision; controlled environment
Horse behaviour (spooking, kicking, biting)	Possible	Injury	Adequate spacing; experienced supervision; horses assessed by riders
Inexperienced riders	Possible	Injury	Rider experience disclosed; activities adjusted to ability
Equipment failure (saddle, girth, tack)	Unlikely	Injury	Pre-ride tack checks; riders responsible for safe equipment
Weather (heat, rain, storms)	Possible	Moderate to serious	Weather monitoring; schedule adjustments; access to shade and water
Dehydration / heat stress	Possible	Moderate	Water availability: breaks scheduled; monitoring participants
Slips, trips, falls (ground hazards)	Possible	Minor to moderate	Site inspection: hazards identified and managed
Spectator interference	Unlikely	Injury	Designated spectator areas; clear instructions
Horse transport incidents	Unlikely	Serious	Safe parking areas; controlled vehicle movement
Medical emergency	Unlikely	Serious	First aid kit onsite; emergency contacts available

## 5. Safety Requirements

- Approved riding helmets must be worn by all mounted riders
- Suitable footwear and riding attire required
- No riding under the influence of alcohol or drugs
- Dogs not permitted (excludes service dogs)
- Children must be supervised at all times
- Attendees with an intellectual disability must be supervised by a parent or guardian at all times.

## 6. Emergency Procedures

### Medical Emergency

- Stop all activities immediately
- Contact emergency services (000) if required
- Administer first aid if trained to do so
- Record incident details

### Horse Incident

- Secure the horse if safe to do so
- Clear the area of participants and spectators
- Seek veterinary assistance if required

### Severe Weather

- Suspend riding activities
  - Direct participants to shelter
  - Resume or cancel activities as conditions allow
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## 7. Incident Reporting

All incidents, injuries, or near misses must be reported to the Event Coordinator and recorded in an Incident Report.

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## 8. Insurance

Ensure appropriate insurance held. Participants are responsible for their own personal accident insurance if desired.

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## 9. Review

This Risk Management Plan will be reviewed prior to the event and updated if conditions or activities change.

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**Approved by:** Australian Side Saddle Community (ASSC)