

Club Health and Safety Rally Checklist

CLUB NAME:

CONTACT PERSON:

CONTACT PHONE NUMBER

GENERAL SAFETY	YES	NO
First aid officer in attendance		
First aid kit available and contents within use by dates		
GROUNDS	YES	NO
Gates in operating condition(<i>To be closed when rally commences</i>)		
Fencing enclosing grounds in good order		
Access for emergency vehicles		
Ground conditions safe (<i>level, no boggy patches, rabbit holes, clear rubbish, overhanging branches on tracks</i>)		
Holding yards for horses safe and secure		
Electric power cables, hoses etc. buried or arranged overhead		
Any unsuitable areas cordoned off and sign posted as such		
Has any unsafe equipment been identified & marked as such? (<i>unsafe for use, out of order, do not start, caution etc</i>)		
CLUBHOUSE	YES	NO
Approaches (ramps, steps etc) are firm, clean and non-slip		
Handrails in safe working condition		
Desks, chairs, tables etc in safe and appropriate condition		
Hygiene maintained in food preparation and storage (<i>Dispose of items passed use by date, clean benches, clean utensils</i>)		
All areas clear of electric wires, cables and hoses		
Access to drinking water		
DISTRICT COMMISSIONER/SENIOR INSTRUCTOR	YES	NO
Gear checks organised (riders to wear approved safety gear)		
Accident report forms printed and provided to instructors		
Lessons managed according to riders' ability		
Activity equipment is safe to use		
Are instructors aware of any pre-existing medical conditions and/or medication, which riders may require such as Ventolin etc?		
Are instructors/official dressed appropriately for the conditions ie sunscreen, hat, clothing, sunglasses?		

Checked by _____

Date _____