

The document below is put together to help Clubs and Zones determine the risk of holding their activity/event, Clubs and Zones must also complete a risk assessment surrounding the activity being run including the level of supervision and rider experience in order to complete a full risk assessment.

This document is current as at the 17th March 2020 and is not an exhaustive risk assessment for pony club activities but is more focused on risk assessment surrounding COVID-19. Clubs and Zones MUST seek more current advice from the relevant State and Federal Authorities some website links are listed below:

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>

<https://ais.gov.au/health-wellbeing/covid-19#covid-19> and sport faq

<https://sport.nsw.gov.au/covid-19-%E2%80%93-information-sport-and-recreation-organisations-0>

<https://www.health.nsw.gov.au/Infectious/alerts/Pages/coronavirus-faqs.aspx#1-9>

PCA NSW will continue to forward information to Clubs and Zones are available and information may be found on our website

<https://www.pcansw.org.au/management/risk-management> all members need to adhere to good hygiene practices and social distancing, equestrian sports are better placed than other sports for this practice.

Any activity or event with 500 people or more must be cancelled as per the NSW Health Ministers Brad Hazards Order under Section 7 of the Public Health act 2010.

At this point in time our advice around other sporting events and other public gatherings is that they can still go ahead (*see below).

- Health authorities are continuing to closely monitor the situation following the outbreak of coronavirus disease (COVID-19).
- The easiest way to protect participants, officials, coaching staff, volunteers and spectators is to pay attention to good hand hygiene and good respiratory hygiene.
- Wash hands often with soap and running water, for at least 20 seconds. Dry with paper towel or hand dryer.
- Try not to touch your eyes, nose or mouth.
- Cover your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue cough or sneeze into your upper sleeve or elbow.
- You do not need to wear a face mask if you are well.
- Buying an alcohol-based hand sanitiser with over 60 per cent alcohol is recommended.

- For the virus to spread, extended close personal contact is most likely required. But visitors to locations where cases have been identified should be aware of the signs and symptoms of COVID-19.
- Close personal contact is defined as at least 15 minutes face-to-face or more than two hours in the same room.
- If you are feeling unwell, you should avoid attending public gatherings or events.
- If you have been in close contact with someone who has COVID-19 stay at home (self-quarantine).
- If you are concerned, please call the Coronavirus Hotline on 1800 675 398.

Organising and attending events

On Sunday 15 March, NSW Health Minister Brad Hazzard made an Order under Section 7 of the Public Health Act 2010 to force the immediate cancellation of major events with more than 500 people.

The AHPPC is closely monitoring the situation and further advice regarding public events will be provided when necessary.

*If you are an event organiser of an event for less than 500 people, NSW Health encourages you to focus on:

- Reminding the public and event workers not to attend if they are feeling unwell.
- Reminding the public and event workers they must not attend if they are returning from overseas.
- Ensuring your emergency management plan is up to date.
- Briefing your event staff on how to practice good hygiene and making it easy for staff and attendees to practice good hygiene.
- Having adequate hand washing facilities available.

If you are an attendee, NSW Health encourages you to:

- Stay home and not attend if you are feeling unwell.
- Stay home and not attend if you are returning from overseas.
- Practice simple hygiene by:
 - Making sure to clean your hands thoroughly for at least 20 seconds with soap and water or use an alcohol-based hand rub.
 - Covering your nose and mouth when coughing and sneezing with tissue or a flexed elbow.

PONY CLUB NSW - Risk Assessment Tool

RISK RATING

LIKELIHOOD: How likely is it that it will occur?	CONSEQUENCES: How severely could it hurt someone?			
	CHART EXTREME Death, permanent disablement	MAJOR Serious bodily injury	MODERATE Casualty treatment	MINOR First aid only
VERY HIGH Could happen frequently	1	2	3	4
HIGH Could happen occasionally	2	3	4	5
MEDIUM Could happen, but rare	3	4	5	6
LOW Could happen, probably never will	4	5	6	7

Score	Action
1, 2 or 3	Do something about these risks immediately
4 or 5	Do something about these risks as soon as possible
6 or 7	These risks may not need immediate attention

RISK ASSESSMENT TEMPLATE for Attending the PCA NSW Events and Covid-19

Name of Event:		Location of Event:	
Date of Event:		Risk Management Committee	
Risk	Risk Rating	Control / Actions	Person Responsible
Determine whether any members have travelled overseas in the last month on NSW Health watch list https://www.health.nsw.gov.au/Infectious/diseases/Pages/coronavirus-travellers.aspx	1	If rider and/or family members have been to Covid-19 affected countries, family may not attend and need to self-isolate for 14 days and unable to attend pony club until signed off by Doctor	Self-monitoring and if necessary self-isolate— members must determine their own level of risk depending and their current health status
Contracting Covid-19 during travel to event – driving –	4	Ensure that riders follow all guidelines produced by NSW Health on how to protect yourself – see below	Self-monitoring – members must determine their own level of risk depending and their current health status
Contracting Covid-19 – whilst at Pony Club	4	PCA NSW have in place bio-security protocols for both riders and horses – riders should follow all directions of Organising Committee who will ensure that suitable cleaning of the venue has been completed prior to and during the event and riders to follow all guidelines produced by NSW Health on how to protect yourself – see below	Organising Committee to oversee cleaning crews prior and during the event. Self-monitoring – members must determine their own level of risk depending and their current health status Social distancing should also be followed by all persons in attendance
If rider has concerns of possible contraction of Covid-19	2	Follow NSW Health update on how the virus is spread and how long does Covid-19 last on surfaces - riders should follow all directions of Organising Committees and follow all guidelines produced by NSW Health on how to protect yourself – see below	Self-monitoring – members must determine their own level of risk depending and their current health status

Protect yourself

The best way to protect yourself from COVID-19 is the same way you would protect yourself from catching flu or other respiratory illness:

- [wash your hands](#) for at least 20 seconds with soap and water or use an alcohol-based sanitiser with at least 60% alcohol.
- cover your sneeze or cough with your elbow or with tissue.
- avoid close contact with people who are ill
- avoid touching your eyes, nose and mouth
- stay home if you are sick.



How is the virus spread?

Human coronaviruses are spread from someone with confirmed coronavirus to other close contacts with that person through contaminated droplets spread by coughing or sneezing, or by contact with contaminated hands, surfaces or objects.

The time between when a person is exposed to the virus and when symptoms first appear is typically 5 to 6 days, although may range from 2 to 14 days. For this reason, people who might have been in contact with a confirmed case are being asked to self-isolate for 14 days.

Most COVID-19 cases appear to be spread from people who have symptoms. A small number of people may have been infectious before their symptoms developed.

How long does COVID-19 last on surfaces?

According to the World Health Organization, it is not certain how long the virus that causes COVID-19 survives on surfaces, but it seems to behave like other coronaviruses. Studies suggest that coronaviruses (including preliminary information on the COVID-19 virus) may persist on surfaces for a few hours or up to several days. This may vary under different conditions (e.g. type of surface, temperature or humidity of the environment).

If you think a surface may be infected, clean it with a common household disinfectant to kill the virus and protect yourself and others. Clean your hands with an alcohol-based hand rub or wash them with soap and water. Avoid touching your eyes, mouth, or nose.

Advice for people suspected to have novel coronavirus (COVID-19) infection

If a doctor suspects you may have novel coronavirus (COVID-19) infection, follow the advice below until your doctor or the public health unit advises that you no longer need to be in isolation.

Last updated: 05 March 2020

[Monitor symptoms](#)

Whilst you wait for your results, if your illness gets worse, you should call the doctor who cared for you or the emergency department where you were assessed. If it is a medical emergency (e.g. shortness of breath at rest or difficulty breathing) you should call 000. Tell the ambulance staff you are suspected to have COVID-19.

Stay at home

You should restrict your activities outside your home, except for seeking medical care. You should not go to work, school/childcare/university, the gym, or public areas, and should not use public transportation, taxis, or ride-shares, until cleared by your doctor.

Separate yourself from other people in the home

If you are sharing the home with others, as much as possible, you should:

- remain separated from others
- wear a surgical mask when you are in the same room as another person
- use a separate bathroom, if available.
- avoid shared or communal areas and wear a surgical mask when moving through these areas.

Make sure that you do not share a room with people who are at risk of severe disease, such as elderly people and those who have heart, lung or kidney conditions, and diabetes.

People who do not have an essential need to be in the home should not visit while you are in isolation.

Wear a surgical mask

You should wear a surgical mask when you are in the same room with other people (even if they are also in isolation) and when you visit a healthcare provider.

Make sure your surgical mask covers your nose and mouth at all times, and avoid touching your mask unnecessarily.

Cover coughs and sneezes

You should cover your mouth and nose with a tissue when you cough or sneeze, or cough or sneeze into your sleeve/elbow. Used tissues should be placed in a bin, and hands immediately washed with soap and water for at least 20 seconds.

Wash your hands

You should wash your hands often and thoroughly with soap and water for at least 20 seconds. You can use an alcohol-based hand sanitiser if your hands are not visibly dirty. Ensure you wash your hands or use a hand sanitiser:

- before entering an area where there are other people
- before touching things used by other people
- after using the bathroom
- after coughing or sneezing
- before putting on, and after removing, gloves and masks

Avoid sharing household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items with other people in your home. After using these items, you should wash them thoroughly with soap and water or use a dishwasher/washing machine.

Isolation requirements for people who have tested negative

If you have been tested for COVID-19 and the result was negative, you must still remain in isolation if:

- you have been identified as a close contact of a person with confirmed COVID-19 while they were infectious;
 - you must isolate yourself for 14 days after your last contact with that person
- you have been in, or transited through, mainland China (excluding Hong Kong, Macau and Taiwan), Iran or South Korea in the last 14 days;
 - you must isolate yourself for 14 days from the day you left China, Iran or South Korea.

If you develop additional symptoms or your current symptoms get worse please call your doctor, or the emergency department, where you were assessed.

If you were referred by the Health team at the airport for COVID-19 testing and tested negative for COVID-19, then you may continue your journey directly to your home/hotel using public transport, taxis or ride-sharing, or continue on onward flights. However, you must wear a surgical mask while travelling. Upon arriving at your home/hotel you must isolate yourself as outlined above.

You no longer need to remain in isolation if your COVID-19 test is negative and:

- you have not been identified as a close contact of a person with confirmed COVID-19 while they were infectious
- you have not been in, or transited through mainland China (excluding Hong Kong, Macau and Taiwan), Iran or South Korea in the last 14 days.

If you are unsure, contact your local public health unit on 1300 066 055.

Prevention steps for Caregivers and Household Members of suspected cases

There should only be people in the home who are essential for providing care for the person who is under isolation and those who cannot find alternative accommodation.

Caregivers and household members should follow the below advice to reduce their risk of infection.

Wash your hands

Wash your hands often and thoroughly with soap and water for at least 20 seconds. You can use an alcohol-based hand sanitiser if your hands are not visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands. Always wash your hands before putting on and after taking off gloves and masks.

Wear a surgical mask

Wear a surgical mask and disposable gloves when you are in the same room as the person with suspected infection, or when you touch or have contact with the person's blood, body fluids and/or secretions, such as sweat, saliva, sputum, nasal mucus, vomit, urine, or diarrhoea.

- Make sure your mask covers your nose and mouth at all times
- Throw out disposable surgical masks and disposable gloves after use
- Wash your hands immediately after removing the surgical mask and gloves.

Clean household surfaces

Clean all "high-touch" surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables, at least once a day wearing disposable gloves. Also, clean any surfaces that may have blood, body fluids and/or secretions or excretions on them.

- Read labels of cleaning products and follow recommendations on product labels. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves or aprons and making sure the areas is well ventilated when using the product.
- Use a household disinfectant or a diluted bleach solution on hard surfaces. To make a bleach solution at home, add 1 tablespoon of bleach to 4 cups of water.
- Wear a surgical mask and disposable gloves while handling soiled items. Wash your hands immediately after removing gloves and masks.
- Wash laundry thoroughly
- Immediately remove and wash clothes or bedding that have blood, body fluids and/or secretions or excretions on them.
- Read and follow directions on labels of laundry or clothing items and detergent. In general, wash and dry with the warmest temperatures recommended on the clothing label.
- Dishes should be washed in a dishwasher where possible

Disposing of contaminated items

Place all used disposable gloves, surgical masks, and other contaminated items in a lined waste bin before disposing of them with other household waste. Wash your hands immediately after handling these items.

Tips for you and your family to help cope with home isolation

Being in home isolation can be frightening, particularly for young children. We've put together some tips for coping:

- Talk to the other members of the family about COVID-19 to reduce anxiety. You can find accurate, up to date information at the [NSW Health website](#).
- Reassure young children using age-appropriate language.
- Keep up a normal daily routine as much as possible.
 - Arrange with your employer to work from home, if possible.
 - Ask your child's school to supply assignments, work sheets and homework by post or email.
- Think about how you have coped with difficult situations in the past and reassure yourself that you will cope with this situation too. Remember that isolation won't last forever.
- Keep in touch with family members and friends via telephone, email or social media.
- Exercise regularly at home. Options could include exercise DVDs, dancing, floor exercises, yoga, walking around the backyard or using home exercise equipment, such as a stationary bicycle, if you have it. Exercise is a proven treatment for stress and depression.

- Ask your family, friends or other members of the household to pick up your groceries and medicines for you. If this is not possible, you may be able to order groceries and medicines (including prescription medicines) online or by telephone.
- Treat isolation as an opportunity to do some of those things you never usually have time for, such as board games, craft, drawing and reading.

Still have questions or need support while in isolation?

Call the National Coronavirus Health Information line 1800 020 080

For more information

Visit the [NSW Health Website](#).

This page is also available in [Simplified Chinese](#) and [Traditional Chinese](#).

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