



## Essential Risk Management Summary – ESNZ Registered Coaches

Facility and Coaching Checklist		✓/X	Date assessed	Further action
<b>FACILITIES</b>				
<b>Parking areas</b>	<ul style="list-style-type: none"> <li>- Safe and controlled area with easy access for floats and trucks</li> </ul> <p><i>Points to consider: suitable loading/unloading areas, large enough for turning, secure fencing with gates closed, surface safe to ride on, separate spectator car parking</i></p>	/		
<b>Arenas Indoor/Outdoor</b>	<ul style="list-style-type: none"> <li>- Safe, well maintained facilities</li> <li>- Suitable enclosed</li> <li>- Surface is of good condition/even terrain</li> </ul> <p><i>Points to consider: properly enclosed, adequate protection from elements, posts/rails not broken or protruding, appropriate drainage/ventilation/lighting, surface consistent, free of debris, hazards clearly marked and/or removed</i></p>	/		
<b>EQUIPMENT</b>				
<b>Lesson equipment</b>	<ul style="list-style-type: none"> <li>- Safe and suitable for activity</li> <li>- Well maintained</li> </ul> <p><i>Points to consider: markers not dangerous when stepped on, poles/rails min 9cm diameter, cups allow rails to roll out, cross country fences inspected for hazards before use</i></p>	/		
<b>Rider attire</b>	<ul style="list-style-type: none"> <li>- Safe and suitable for activity</li> <li>- Appropriate standard (especially helmet)</li> <li>- Correctly fitted</li> </ul> <p><i>Points to consider: body protectors worn for all jumping/cross country activities, long hair tied up, jewellery removed, boots and helmet correctly fitted</i></p>	/		
<b>Horse equipment</b>	<ul style="list-style-type: none"> <li>- Safe and suitable for activity</li> <li>- Appropriate standard</li> <li>- Correctly fitted</li> </ul> <p><i>Points to consider: bandages sewn or secured with tape, stitching and leather in good condition, straps in keepers, clearance of pommel from wither, stirrups correct size</i></p>	/		
<b>ASSESSMENT</b>				
<b>Rider assessment</b>	<ul style="list-style-type: none"> <li>- Suitable experience for activity</li> <li>- Special needs</li> <li>- Parental/guardian consent for under 18 years of age</li> </ul> <p><i>Points to consider: disclaimer completed/signed, medical disclosure provided, previous experience and standard of riding established and inspected</i></p>	/		
<b>Horse assessment</b>	<ul style="list-style-type: none"> <li>- Suitable to – rider’s size and experience; activity</li> <li>- Sound and fit</li> </ul> <p><i>Points to consider: rider size relative to horse, existing injuries, age, education, condition/fitness established</i></p>	/		
<b>ADMINISTRATION</b>				
<b>Lesson content</b>	<ul style="list-style-type: none"> <li>- Follows ESNZ/FEI format</li> <li>- Appropriate for rider/horse experience and activity</li> </ul> <p><i>Points to consider: horse/rider standard evaluated, content is suited, follows suggested format/rules and regulations, safe control at all times</i></p>	/		
<b>Accident report</b>	<ul style="list-style-type: none"> <li>- Incident reporting online if at NEC grounds</li> <li>- Incident procedures in place</li> </ul>	/		
<b>General</b>	<ul style="list-style-type: none"> <li>- Relevant documents completed</li> <li>- Parental/guardian consent for under 18 years of age</li> </ul> <p><i>Points to consider: rider information recorded and filed, disclaimer signed, helmet of correct ESNZ standard</i></p>	/		