

Date: 18/05/2020	Person Assessing: Amanda Hunter
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**Activity DYNAMIC Risk Assessment – Public Facilities**

Location Being Assessed: Wits End

Area Use: Parking

Indoors / Outdoors: Outdoors

Access limits set for this area: Front Gate

Numbers limit of persons for this area: 40

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Is the area in good condition to be considered adequate for the desired use?	Yes			Yes
Are the present hygiene standards to an acceptable level?	Yes	No running water	Participants required to bring their own water and handwashing facilities. Portable	Yes

			Toilet with hand sanitizer and disinfectant available for cleaning.	
Is there a cleaning regime in place to keep standards of hygiene at an acceptable standard?	Yes	Horses droppings in the carpark	Visitors are asked to clean up after their horse and take away with them	Yes

Cont.

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Are there 2 openings for access / egress to allow one way?	No	Only one entrance to the farm for vehicle traffic. Once on site, there is room for riders to keep more than 10 meters apart or be one way regardless of where they are going on site.	.	Yes
Are there any pedestrian pinch points where crowding can be an issue?	No	N/A	N/A	
Are the materials used easily cleaned to hygiene standards?	No	N/A	N/A	
Are the materials or equipment in use the proper ones for the task or use of the building?	N/A	N/A	N/A	
Can required distancing measures be implemented?	Yes	Car park where people gather	Marked areas for trailer parking to maintain distance between trailers.	Yes
Is there proper segregation for public from animals?	No	People ride the horses.	The site is not open to the public. All attendees must be registered	Yes
Is there proper segregation for public from staff?	Yes	Office, Portable Toilet and Barn	Office is not open to attendees. Barn is only open with advance booking and will be cleaned between each use.	Yes

Are there sufficient provisions nearby for hand washing?	Yes	Portable Handwashing station provided as well as hand sanitizer and disinfectant for the portable toilet.	Written in to our terms that people bring their own facilities	Yes
Are the Handwash station obvious?	Yes	y		
Are the Handwash station visual?	Yes			
Is there a visual indication of social distancing requirements [not just signs reminding its necessary]?	No		Outdoor parking with plenty of space Signs at the gate and around the site. Cones marking off distances between lorries	Yes
Does the location need rules of entry and movement signposting?	No		Visitors will be sent movement information prior to arrival and staff will guide them while social distancing	Yes

### Activity DYNAMIC Risk Assessment – **Schooling Facilities** [C19 Elements - One for each area]

Location Being Assessed: Wits End

Area Use: Cross Country Course

Indoors / Outdoors Outdoors

Materials used in construction or furniture: Fences built out of wood

Numbers limit of persons for this area No more than 5 people (including riders and coaches) in a group on course at a time. No more than 4 groups at a time with instructions not to be in the same area on course.

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Is the area in good condition to be considered adequate for the desired use?	Yes			
Are the present hygiene standards to an acceptable level?	N/A			
Is there a cleaning regime in place to keep standards of hygiene at an acceptable standard?	N/A			
Do you have C19 Specific rules of use posted and available Post Booking and those rules reflect current National Restrictions?	Yes		Visitors are emailed with our guidelines prior to arrival	Yes
Are those rules reminding Customers regarding contact with household and age/medical restriction rules?	Yes		This is on the terms of booking	Yes
Have you introduced STRICT TIME SLOTS for use of facilities?	Yes		Timeslot given when booking made over the phone and staff will explain that this must be adhered to. Will be monitored on the day.	Yes

Cont.

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Are there 2 openings for access / egress to allow one way?	No		Not necessary as outdoors and plenty of room to pass	Yes

If one way is not available, is there a layby facility available for mid horse walk to allow crossing?.	N/A			
Are there any pedestrian pinch points where crowding can be an issue?	No			
Have you removed your own rakes and other equipment?	Yes			
Are you strongly recommending Back Protectors when jumping due to extended medical response timings?	Yes		Standard procedure	Yes
Are the materials used easily cleaned to hygiene standards?	N/A			
Are you requesting customers to wear nitrile gloves for handling poles and equipment?	N/A		No poles in XC	Yes / No
Are you allowing customers to bring their own rakes for use?	Yes			
Are the materials or equipment in use the proper ones for the task or use of the building?	Yes			
Can required distancing measures be implemented?	Yes			Yes
Is there proper segregation for public from animals?	No	Visitors come with animals		Yes
Is there proper segregation for public from staff?	Yes		Office and barn closed. Barn can be pre-booked and must be cleaned after use.	Yes
Are there sufficient provisions nearby for hand washing?	No	Not on course.		Yes

Cont.

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Are the Handwash station obvious?	N/A			
Are the Handwash station visual?	N/A			
Is there a visual indication of social distancing requirements?	No		Riders can only be on course with their group. Will be instructed to keep away from other groups.	Yes
Does the location need rules of entry and movement signposting?	Yes		Visitors will be notified of rules and signage provided to guide riders onto the course	Yes
Are there suitable arrangements in place for staff to clean footwear before walking on public walkways?	N/A			

## Activity DYNAMIC Risk Assessment - **Staff Facilities** [C19 Elements - One page for each area]

Location Being Assessed: Wits End

Area Use: Show Trailer and Barn

Materials Used in Construction or Furniture: Wood/plastic

Limits set of access to this area : 2 that are socially distanced

Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Is the area in good condition to be considered adequate for the desired use?	Yes			
Is there sufficient space for the numbers of staff at any one time?	Yes			
Are the present hygiene standards to an acceptable level?	Yes			
Is there a cleaning regime in place to keep standards of hygiene at an acceptable standard?	Yes			
Is there a suitable place for wet clothing to be stored and dried away from eating areas?	Yes			
Is there suitable location for dirty clothing to be stored away from eating areas?	Yes			

Is there suitable segregation of Animal Food or Equipment from Staff Food or Equipment?	Yes			
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Question	Yes No N/A	What are the present limitations	What is the solution	Can the Solution be implemented practicably
Are there sufficient provisions nearby for hand washing?	Yes			
Are there suitable facilities available for heating of food and beverages?	No	Food trailer not in use at this time	Staff must bring their own food.	Yes
Are any fridges or cold storage areas monitored under the HACCP regime?	No			
Do you employ any staff members who are restricted by age, medical or childcare issues	No			
Have you emailed/written to all staff to ask them if they remain restricted from working?	Yes			
If an age or medical restriction remains, has the staff member discussed this with their Medical Advisors?	N/A			
Are any staff members restricted from working due to travel restrictions?	No			
Have you arranged DAILY staff briefings to update staff on progress or activity concerns?	No	Briefings as necessary as facility is not open everyday	Staff will be briefed before attending on site.	Yes

Have you sufficient PPE that will be required [i.e. disposable gloves and face masks which MUST be in each staff members pocket in case they MUST break a Social Distancing requirement in an emergency.	Yes			
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N.B. The same cleaning regime is considered suitable for staff areas comparable to the public, however adjustments MUST be made for seasonal conditions where clothing and footwear will require cleaning more regularly.

Workplace	Yes	No	Comments
1. Are there any unplanned obstructions which prevents you gaining access the location		X	
2. Are you able to maintain social distancing measurements	X		
3. Are all staff aware of C19 measures required for working	X		
4. Do you have all levels of PPE available, close to hand should you need it	X		
5. Is it possible for an unannounced pedestrian to enter the location who does not know what is occurring when an activity is being carried out		X	
6. Are there any other hazards in this area		X	Outdoors and uneven ground
7. Is there any other work being carried out at this location which might cause a risk to you or your team		X	
Staff Training	Yes	No	Comments
8 Is this the first time you have done this task		X	

9. Do you have any inexperienced staff or casual workers involved in the task		X	
10. Are all members of the team clear on what they are to do, the risks involved and what is required	X		
11. Does the task require a certificate of training before you can do the task		X	
<b>Equipment</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
12. Do you have the correct equipment for the task	X		
13. Have you completed the daily checks and inspections, including C19 extensions	X		
14. Do you require any additional equipment		X	

<b>Equipment cont.</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
15. Have you got the correct PPE and do you know how to fit it	X		
16. Are surfaces difficult to clean or unresponsive to cleaning due to condition		X	
<b>Specific Hazards</b> Do any of the following hazards appear during this task	<b>Yes</b>	<b>No</b>	<b>Comments</b>
17. Struck by falling / moving object or vehicle		X	
18. Struck by moving animals or others being inquisitive	X		Potential to come into contact with a horse. All staff are experienced with horses and know how to deal with loose horses and will stay clear of a horse who may cause a hazard.

19. Inhalation of fume, dust, micro spores or respiratory irritants		X	
20. Fall from height over 2 metres		X	
21. Slippery conditions due to adverse weather		X	
22. Tripping due to uneven surface	X	X	
23. Manual Handling injury		X	
24. Electrical discharge causing injury or service interruptions		X	
25. Injury caused by contact with moving parts of machinery		X	
26. Eye penetration injury		X	
27. Contracting a bacterial infection		X	
28. Exposure to noise level requiring a raised voice standing 1 metre away from the listener		X	