



HEALTH & SAFETY RISK MANAGEMENT POLICY

Purpose

Effective management of health and safety risk requires a system which continuously seeks to identify any potential hazards, assess the risks associated with them and to implement and review control measures to ensure they are effective in eliminating or reducing the risk.

The four steps of risk management are:

1. Identify hazards
2. Carry out a risk assessment
3. Control the risk
4. Review the effectiveness of controls

The process of hazard identification, risk assessment and control of risk forms the basis of the work health and safety legislation. *Pony Club SA* is a "Person Conducting a Business or Undertaking" (PCBU) under these laws and is required to support risk management processes both within its own organisation and within member clubs, including to provide information and guidance on the nature of hazards and control measures to be used. Appropriate records must be maintained of risk management activities. .

The most obvious hazards in pony club activities involve the horse. Falls from a horse are common incidents, but are not the only hazards with the potential to cause a fatality or serious injury.

It is the policy of *Pony Club SA* that, with the assistance of members, these hazards are identified, assessed and controlled.

Responsibilities

Managers/supervisors (including person in charge of a section or group e.g. Coaches) – Managers/Supervisors are responsible for identifying hazards, consulting with relevant stakeholders, conducting risk assessments and controlling risks.

Members/volunteers – members and volunteers are responsible for reporting hazards to their Manager/Supervisor and/or a Risk Management Officer and for taking reasonable



steps to protect the health and safety of any person who may be immediately threatened by the situation.

Process

Pony Club SA supports use of a range of methods to identify hazards that are known to be present and hazards that are either emerging or are encountered for the first time.

Pony Club SA supports the assessment of risk associated with identified hazards by consideration of both the likelihood of the hazard causing injury and the severity of the outcome or consequences.

Appropriate controls should be determined based upon the hierarchy of controls which ranks risk controls from the highest level of protection and reliability through to the lowest and least reliable protection as follows:

1. Eliminate the risk
2. Reduce the risk through substitution, isolation or engineering controls
3. Reduce the risk using administrative controls
4. Reduce the risk using personal protective equipment

Review of Policy

This policy will be reviewed every three years in consultation with Risk Management Officers and members.

SIGNED:

A handwritten signature in dark ink, appearing to be "C. B.", is placed over a light grey rectangular background.

President

Date 1/1/2021