

HEALTH AND SAFETY POLICY

This is the statement of general policy and arrangement for: The Pony Paddock		
Roisin Whyte has overall and final responsibility for health and safety.		
Roisin Whyte has day to day responsibility for ensuring this policy is put into practice.		
Statement of general policy:	Responsibility of:	Action/Arrangements:
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the work place.	Roisin Whyte	Ensure adequate clothing and footwear around equines. Understanding safety around equines. Any potential risks or hazards to be pointed out. Any medication for equines to be kept in locked cabinet. Visitors to be supervised by The Pony Paddocks team members at all times. Being made aware of fire drill.
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work.	Roisin Whyte	Provide clear instructions on expected duties. Provide supervision when necessary.
Engage and consult with employees on day-to-day health and safety conditions.	Roisin Whyte	Regularly ensure that they understand the rules of health and safety and inform of any new hazards that might occur.
Implement emergency procedures – evacuation in case of fire or other significant incidents.	Roisin Whyte	Make staff and visitors aware of designated fire points and the need to exit in the event of a signal being raised. Make aware of first aid box and ensure all accidents, however minor, are logged in the accident book.
Maintain safe and healthy working conditions, provide and maintain equipment and ensure safe storage/use of substances.	Roisin Whyte	Check fences daily. Ensure that the workplace is free from potential trip hazards. Check equipment regularly. Substances to be kept in locked cabinet.

Signed	Roisin Whyte	Date	3 rd October 2022 Last Reviewed : 7 th September 2024
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Health and Safety law poster is displayed at:	Tack room notice board.
First aid Boxes are located:	Tack room/Coop Shed/The Snug
Accident Book is located:	In the tack room first aid kit.



Health & Safety Policy

It is the policy of The Pony Paddocks to provide and maintain, as far as is reasonably practicable, a working environment that is safe and without risks to health in the context of holistic & equine assisted learning.

The aims of this policy are:

- the elimination of hazards and reduction of risks to prevent harm to staff, learners and others affected by our operations;
- compliance with relevant legislation and with good practice in the equine assisted learning sector.

Equine Assisted Learning

Equine assisted learning (EAL) and the provision of EAL sessions is a specialist area requiring a range of skills and knowledge about health and safety. Equines are unpredictable, however well-handled and it is the responsibility of the facilitator to ensure that they have adequately assessed the risks and benefits of working with equines and learners in any given session.

Some learners will not have the capacity to understand how to keep themselves safe.

Responsibilities

This policy applies to all facilitators, staff, learners, premises and activities at The Pony Paddocks.

Roisin Whyte is responsible for the overall health and safety policies and procedures at The Pony Paddocks.

All facilitators, staff, learners & visitors are responsible for taking reasonable care that they:

- do not endanger themselves or others
- do not deliberately damage or misuse anything provided for their health and safety
- follow health and safety instructions, regulations and policies
- report faults or dangers
- report accidents and cooperate in any investigation to find causes and prevent a recurrence.

The policy will be reviewed by Roisin Whyte, at least annually and more frequently if there are recommendations for action.

Risk assessments

Risk assessments will be conducted by The Pony Paddocks staff for all holistic & equine assisted learning activities, projects, trips and events considering all areas listed below:

- | | |
|----------------------|--------------------|
| • Self (facilitator) | • Learner/visitors |
| • Equines | • Staff |
| • Environment | • Interaction |

- External

Facilitators must ensure that all involved are informed about the risks and precautions to be taken during the equine assisted learning session.

Not all risk assessments can be written up in advance. All staff at The Pony Paddocks will be regularly assessing risks throughout the sessions. Guidance of any new risks, such as a change in a pony's mood noticed by the pony handler, must be followed by all staff, visitors and learners.

Communication

Roisin Whyte is responsible for communicating health and safety information to all staff, volunteers, visitors and learners.

Equipment

Equipment should be fit for purpose and maintained in good condition. Equipment will be checked regularly.

Fire safety

Fire risk assessments are carried out regularly.

Roisin Whyte is responsible for ensuring that escape routes and exits are kept free of obstructions during sessions and that precautions are taken to eliminate or reduce risk of fire or explosion from activities carried out by facilitators or learners.

All staff, visitors and learners are responsible for ensuring that they:

- Raise the alarm to alert others if they discover a fire
- do not create an uncontrolled fire risk
- do not obstruct fire exit routes or doors
- do not damage or deliberately misuse anything provided for fire safety
- report faults and fire hazards.

In case of fire, all staff, visitors and learners will be directed to the meeting point (top decking area) which they will be advised of during induction. Ponies and donkey to be released into paddock by a member of staff, if safe to do so.

A fire action poster will be on display.

Fire drills will be arranged annually by Roisin Whyte.

Storage arrangements for flammable or explosive substances, including gases, will be secure and protected from flames, sparks and heat or kept off The Pony Paddocks premises.

Reporting of accidents

Accidents must be recorded in the accident book. Investigations of the accidents to ascertain the cause will be undertaken and recorded.

First Aid

A certified first aider must be available at all times during any sessions at The Pony Paddocks.

A first aid sign, containing the name of the first aider, location of nearest first aid box, emergency services number and The Pony Paddocks address will be on display.

Hazardous Substances

Hazardous substances, such as horse wormer, will be locked away securely or kept away from any areas accessed by visitors and learners.

Significant risks and precautions will be recorded on risk assessment forms.