

RDA SESSIONS RISK ASSESSMENT (RA)



Name of RDA Group: _____

Name of Group Organiser / Coach Completing RA: _____

All RDA Groups must conduct Risk Assessments for their activities and sessions. This should be reviewed periodically and always when new hazards are identified or after an incident, accident or near miss. Risk assessments should also be updated if circumstances change for an activity session e.g. assessing specific requirements of a participant

We have started off the risk assessment for you by including a sample entry for a common hazard to illustrate what is expected. Continue by identifying the hazards that are the real priorities in your session and complete the table to suit. The hazards listed below are not exhaustive so take time to consider if your session has other aspects that need to be risk assessed. If the session happens regularly the same risk assessment can be used BUT must be reviewed each time to ensure it remains relevant.

Firstly confirm that there is a relevant Venue Risk Assessment in place and hazards have been addressed: Y / N

(If no, it may be that you will have to consider if the session can continue until a suitable Venue Risk Assessment is in place or hazards addressed)

Now consider what topics to consider for your session, aside of what is on the venue RA:

Car Parking	Y / N	Volunteers/ Staff in Session	Y / N	Parent / Carer Involvement	Y / N
Waiting	Y / N	Equipment (preparation and use)	Y / N	Clothing (volunteer/participant)	Y / N
Mounting	Y / N	Tack (preparation and use)	Y / N	Non-Equine Animals at Venue	Y / N
Dismounting	Y / N	Mobile Phones	Y / N	Hazardous Materials	Y / N
Weather Conditions	Y / N	Falls and Other Injuries	Y / N	Contagious Diseases	Y / N
Hoists	Y / N	Lone Working	Y / N	Emergency Procedures	Y / N
Arena Used	Y / N	Horse Fitness	Y / N	Other (Please detail below)	Y / N
Off-site Tracks and Fields	Y / N	Rider: Horse Combinations	Y / N		Y / N

If you have circled anything Y, there needs to be consideration of the hazards, the risks and any action to be taken detailed below.

Signature: _____

Date: _____

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
<i>Example Mounting</i>	<i>Participants, volunteers, horses, may be injured if the horse is not suitably trained to the mounting block</i>	<i>Held training sessions with the horses and volunteer leaders who are involved in mounting.</i>	<i>Have more volunteers attend the mounting / dismounting module so they can provide support</i>	<i>Group Coach</i>	<i>30/05/2022</i>	<i>Date</i>

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done