



Sample Briefing sheet

Welcome to RDA

Before I get started I would just like to spend a couple of minutes talking to you about our fire drill and make you aware of staying safe when handling our ponies.

There is not a fire drill scheduled today. In the event of a fire there will be no alarm. Someone will shout 'FIRE' and upon on hearing this, I would like you to make your way to the nearest exit and assemble in the car park at the front of the building.

We hope you have a lovely time meeting one of our ponies. Please listen to the volunteer holding the pony and stay with your helper who will guide you and keep you safe. When approaching a pony, please do s from the side and talk to them to let them know you are there. A pony must not be approached from behind and please always be aware of what is going on around you.

If required our first aid point is at the entrance of the indoor arena.

Thank you so much for coming to see us. We do hope you have a lovely time and enjoy your visit.