

Online HorseCollege



Student Workbook

3.T.16 Risk Analysis

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Risks Analysis 3.T.16 Workbook

Students are to complete Teaching 3.T.09-12 online assessments prior to attempting Teaching 3.T.13-16 and to follow all recommended safety considerations.

Practical assessments for Teaching 3.T.13-16 are as follows

- A) Supervise Horse Handling
- B) Safe Riding
- C) Risk With Horses
- D) Risk Analysis

These assessments incorporate the following unit from the SRS03 Sport Industry Training Package which include the listed elements

SROEQO003A Supervise horse handling

SRXRIK001A Undertake risk analysis of activities

Further information about this assessment is available at www.training.gov.au

Risk Analysis Introduction

To assist you with this workbook you will require the [Fantasy Saddle Club](#) resources which are located under the 'Student Resources' tab from your course page.

A resource titled 'Risky Ranch Scenario' is located at the back of this workbook. This scenario will help you to identify risks and will be required to complete the 3.T.16RiskAnalysis quiz assessment.

Risk Treatment Plans

Risks which pose a threat to coach, employee, client and volunteer health and safety need to be managed and controlled. This can be achieved in a few different ways:-

- by issuing new instructions to manage and control dangerous activities
- by implementing new policies and procedures
- by making physical changes in the working area

The Hierarchy of Control

These are five steps of action to controlling or minimising risks and hazards. Used to help guide the employer, the hierarchy of control uses steps to determine the most practicable action in relation to the risk and hazard. Some hazards may require more than one step, with step 1 being the preferable option and step 5 the least preferable.

Step 1	Elimination	Complete removal of the hazard from the workplace. This is a permanent solution. E.g. A frayed lunge rein/line.
Step 2	Substitution	Hazard substitution. If complete removal isn't possible it is substituted with something less dangerous. E.g. Using a less potent tick dip instead of one with high potency.
Step 3	Use Engineering Controls	Structural change or isolation. Changes are made to isolate the hazard or structurally reduce the risk. E.g. Housing stallions in areas which prevent access by the public.
Step 4	Use Administrative Controls	Reduce or eliminate exposure to the hazard. Safe procedures for carrying out tasks. Training and education, document standard operating procedures, lock out procedures. This step relies on the co-operation of employees. E.g. Stallions are only handled and ridden at certain times of the day when there are no lessons.
Step 5	Use Personal Protective Clothing or Equipment	Safety Equipment. Gloves, footwear, goggles, overalls, helmets, sunscreen, shirts with sleeves are made available. E.g. Helmets are made available for riders without their own head protection.

Hazards and risks will need to be reviewed after action has been taken to ensure that the danger has been reduced and that the action taken has not introduced new risks and hazards.

Implementing & Improving Risk Management

Insurance companies tend to categorise horse activities as being an extreme sport. This is because of the number of horse related injuries. In Australia 2001 – 2003 there was an estimated 2400 people admitted to hospital for horse related injuries, with approximately 30 people dying from their injuries.

It is likely that you will never be able to completely eliminate all risks when working with or around horses but by improving and implementing practices which help to control and manage risk you should be able to reduce the danger.

And there can be many benefits to a business/coach from improving their risk management including:-

- Improved credibility. Fewer accidents mean less bad publicity. Bad publicity can damage the image of staff and the business/coach in its entirety because it can suggest that employees are inexperienced and incompetent.
- New business and clientele. This can stem from improved credibility.
- Improved community awareness. Better word of mouth and advertising can lead to improved community recognition.
- Fewer accidents and injuries. This could mean that staff and employees spend less time away from work due to injury and clientele return more frequently and progress at an improved rate.
- Reduced likelihood or incident of legal action against the business/coach and/or its staff. Legal actions are not only expensive but also time consuming and can result in businesses and staff losing accreditations and memberships.



Acceptable Risks

There will be times when taking a risk, which can be controlled and managed, will provide opportunities for both the business/coach and clients. This does not mean that every risk which presents itself is passed off as being an acceptable risk and deemed to be a 'learning experience for students', this would lead to negligence on the coach/businesses behalf.

Acceptable risks are those which can be controlled and managed through safe practices and procedures.

The risk still needs to be assessed and evaluated to ensure that it is kept to a minimum and if necessary procedures are developed and staff educated and trained in these procedures to ensure unity in the processes associated with taking the risk.

Examples of risks which could be deemed to be acceptable are:-

- Providing group show-jumping lessons in an enclosed area for riders who are of a suitable level of ability.
- Allowing staff with suitable experience to trim hooves instead of using a farrier.
- Allowing volunteers to help with horse management on weekends whilst under the supervision of staff members.

Coach/Business	Client/Student/Rider
Increase in business	Advancement in education
Increase in income	Advance in experience
Wider exposure to community	Exposure to different coaches
Improved availability in services	New lesson options
Save expenses	Development of new goals
Save time	Enhanced social environment



Internal & External Sources of Risk

Risk can occur due to external events for example poor weather, or due to internal events such as poor planning.

Examples of internal and external sources of risk:-

External Sources	Internal Sources
Public image	Employee commitment and skills
Media	Decision making
Commercial	Vision & business strategies
Weather	Saddlery & Tack
Government legislation	Facilities

It will be the responsibility of the coach/business to manage and control their internal hazards and risks. Whilst the coach/business may not be able to control external sources of risk they may need to modify or develop policies and procedures which will minimise the impact of external hazards and risks.

For this reason it is a good idea for businesses/coaches to review their policies and procedures every 6 – 12 months. This will help to identify where these policies and procedures may need to be modified and adjusted. For example an establishment which has never had a stallion on the property will need to develop procedures and policies if a stallion were to arrive.



Implementing Changes in Conduct

Within the workplace you may find that making changes to conduct is important for maintaining levels of safety and efficiency. The main contributing factor as to how effectively and consistency these changes in conduct are used will be the attitudes of staff and workers.

Often people get adjusted to performing in a certain way or using certain methods and it can be difficult to motivate them to switch over to new methods and conduct.

It is important that you outline and explain to staff and workers why any changes might be important and how these changes might affect them. By doing so you provide a grounds and insight as to why the changes are necessary.

Education and training for staff and workers will help to ensure they will be able to perform and adapt to the changes being introduced.

It may also be necessary (depending upon the changes being made) to inform clientele, students and the general public. Education, training or information sessions could be held to assist in bringing non-employees up to date with developments.



Assessing Areas for Lunging

In preparation for lunging and teaching a rider as a coach it is your responsibility to ensure the area or arena which will be used is safe and suitable. This means that it should be free from hazards to horse and rider.

An ideal area for lunging a rider is one which:-

- Fencing which is a suitable height i.e. not so high that the horse will go under it and not so low that the horse will jump it.
- Fencing which is clearly visible.
- Even surface. A flat even surface is important for beginner riders as they will not be able to balance themselves or their horses as is necessary when riding up or down hills and slopes. Horses will tend to change rhythm and speed when working on uneven ground and this will also contribute to a beginner's balance and ability to stay on the horse and their lack of control will mean they will be unable to stop the change of speed. Horses will tend to want to canter uphill because it is easier than walk and while this may seem like a good idea to teach a rider to canter because it will not require the rider to give the horse encouragement, another important point to remember is that it is common for a horse to pop in a buck when they get to the top of the hill purely due to excitement.
- Good footing.
- Even size and shape.
- Free from obstacles i.e. logs, hole, jumping equipment.
- Fencing in good repair.
- Has a gate in good working order.



Items that are suitable in a lunging area include:-

- plastic cones or witches hats (these should be fairly soft so that if the horse stands on them they squish)
- mounting block (this should be moved away to either the outside of the area or in a corner to keep it out of the way once the rider is mounted- this is covered in further detail in T3.3-3.4)
- barrels (these should be stored out of the way when not in use, despite their size they pose little threat of injury to horse or rider as they have no sharp corners)

Assessing Areas for Lunging (cont.)

Items that are unsuitable in a lunging area include:-

- Jumping wings
- Jumping poles/rails
- Jump cups
- Other horses and animals (regardless of how quiet they are or how little they interfere)
- Fencing wire
- Tools and equipment (this includes manure rakes, forks and scoops)
- parents, friends, siblings and spectators
- jumping poles or rails on the ground (horses can injure themselves from standing on or tripping on these. Ideally they should be stored off the ground, out of moisture but if that



Extension Lesson

Describe the hazards or risks that could occur from the following situations (from the Risky Ranch scenario).

Example: *The combined tack room and feed room door was broken so it was always left open. A horse could gain entry and gorge itself on feed which could lead to health problems, this in turn would have an impact on time & money. Tack could be stolen and accessed by unauthorised persons.*

A) *Jenny arrived at 'Risky Ranch' ready for her lesson wearing her new halter neck shirt that she bought yesterday.*

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B) *As she was tightening up the girth, the strap broke, but the other strap was still working so she made that one extra tight.*

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C) *It was an early morning lesson and no-one was around yet, so she went to catch her favourite horse 'Neddy'.*

.....
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Develop risk treatment plans (how you would deal with each situation to reduce risk) for the above scenarios from Risky Ranch.

Example: *Step 3 & 4. The door must be repaired and procedures/routines introduced where the door is closed and locked at night/after hours. Signage to enforce and alert to staff only & public access areas. Enforce & employ regular maintenance procedures.*

A).....

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B).....

.....

C).....

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Recommended Reading

Websites:-

<http://www.equiculture.com.au/page11.html>

<http://www.onlinelearning.qld.gov.au/materials/ce/online/ce/info/learning/guide/t7s4.htm>

References

Websites:-

<http://www.equiculture.com.au/page11.html>

<http://www.onlinelearning.qld.gov.au/materials/ce/online/ce/info/learning/guide/t7s4.htm>

Images:-

Pg.10 www.happyhollowhorsefarm.com/

Resources- Risky Ranch Scenario

Jenny arrived at 'Risky Ranch' ready for her lesson wearing her new halter neck shirt that she bought yesterday.

It was an early morning lesson and no-one was around yet, so she went to catch her favourite horse 'Neddy'.

The council had restricted the hours of operation, so now her instructor did not get to work until eight o'clock.

She picked up a halter/head-collar off the ground but it was broken so she found an old piece of rope instead.

She went by the feed room to get him some oats because he was a little hard to catch.

Neddy was near the gate, so she slipped in and showed him the bucket of oats before nasty old Pirate could chase him away.

The real Neddy was actually caught the other side of the rising creek/river and was knee deep in water from the last night's storm.

She didn't notice that Neddy didn't have his usual white star on his face, his colour was lighter and he had an extra white sock.

In addition she didn't notice that her horse was limping on his off fore from a rock that was wedged in his hoof.

She didn't have to pull him along as much as usual today ... actually he was pulling her

The combined tack room and feed room door was broken so it was always left open.

With Neddy still on the other end of the rope, she pushed her toe in to find a bridle that was on the floor.

Luckily she hadn't put her riding boots on yet or she wouldn't have reached it!

Just as she was holding the bit up to his mouth so he could open it, he pulled back and galloped away

As she hadn't closed the front gate behind her, he raced out towards the road.

A car nearly hit him but was able to swerve, but unfortunately it landed in a ditch on the side of the road.

Resources- Risky Ranch Scenario (cont.)

Luckily Neddy didn't go very far before he found a neighbours vegetable garden and started to pull up some carrots

Another neighbour came out to help, but she was getting frustrated and swore at him

By this time Neddy was becoming more lame from the rock that was wedged in his hoof.

In her frustration, she forgot to close the gate behind her again and a few stray dogs entered.

She tied him to the rail and found a nice brown saddle that would look good on him.

As she was tightening up the girth, the strap broke, but the other strap was still working so she made that one extra tight.

The girth had to be tight or the saddle would slip back

Then she remembered about picking out feet, so she picked out his nearside fore from toe to heel.

He stamped it down and narrowly missed her bare toes

Jenny decided he didn't want his feet picked out today so she didn't pick out the others.

Jenny pulled on her boots and mounted ready for her lesson.

'Oh good, there are some jumps set up' she said to herself as she trotted towards them.