



Club:		Date:
Location:		Time:
Event Description:	Club Responsible Officer:	Event Designer:
Weather Conditions:	Contact number:	Contact number:

This Event Inspection is a Risk Management tool that should be completed at the beginning of the day at each event/venue. It is designed with Amateur sports volunteers in mind, to assist in identifying risks present on the day and the process involved to prevent injuries to riders and harm to others at the venue, which may result in claims for negligence. This inspection does not identify all possible risks and Gow-Gates suggest you use your own experience and initiative to identify additional risks that may be present.

A representative from the organising club should consider the matters presented on this form and sign it attesting to the information it contains. If the venue is deemed to be unsuitable for use, the club needs to address the problems noted or relocate to an alternate venue.

This form should be completed by the designated Responsible Officer prior to the event.

Events

Are there any events to be undertaken today which pose a greater than normal risk?

Point to consider: Cross Country event to be held after heavy rainfall / on wet ground?

Yes No

If YES please provide details in the space provided below

Comments:

Have event officials been made aware of any increased risks?

Point to consider: If there were any issues with the competition areas, have the relevant officials assessed the situation and deemed the event safe to go ahead?

Yes No

If NO please provide details in the space provided below

Comments:

Areas of Use

Are the grounds compliant with EA regulations and local by-laws?

Points to consider: Are spectators appropriately separated from the competition area?

Yes No

If NO please provide details in the space provided below

Comments:

Are the competition areas and stables clear of any debris that may cause increased risk of injury?

Points to consider: broken glass, uneven surface, exposed tree roots, etc

Yes No

If NO please provide details in the space provided below

Comments:

Is perimeter fencing safe and adequate to prevent injury?
Points to consider: post and rails are well maintained, electric fencing is clearly labelled, star pickets have plastic caps, etc

Yes No

If NO please provide details in the space provided below

Comments:

Are club facilities clean and hygienic?

Points to consider: receptacles for sharps and blood soiled clothing/dressings, medical supplies safely stored

Yes No

If NO please provide details in the space provided below

Comments:

Is all equipment secured correctly and compliant with EA and Local By-Laws? Is equipment not being used today securely stored?

Points to consider: Are cups, rails and wings, or arenas all of correct standard (EA Rules and Regs)?

Yes No

If NO please provide details in the space provided below

Comments:

Are club utilities and services in good working order?

Points to consider: Electricity connected, appropriate indoor/outdoor lighting, drinking water, etc

Yes No

If NO please provide details in the space provided below

Comments:

Spectator Areas

Are public surrounding areas free of visible risks?

Points to consider: collapsed seats, protruding wires, damaged steps, uneven surface (paths, walkways), lighting, etc

Yes No

If NO please provide details in the space provided below

Comments:

Is the car park safe and appropriately signposted?

Points to consider: Condition of Entry, segregation for horse trucks and spectator vehicles, directional arrows, etc

Yes No

If NO please provide details in the space provided below

Comments:

