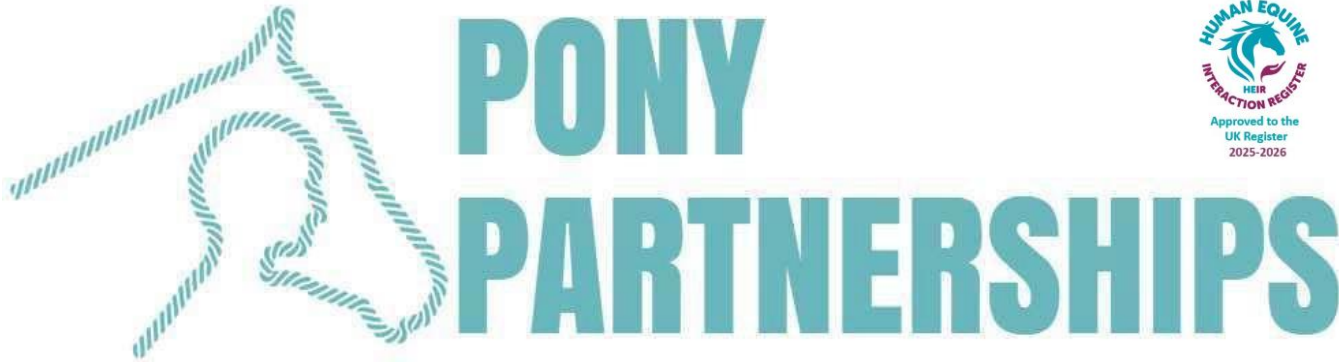




## Risk Assessment - 2025-2026

**Name of Organisation:** Pony Partnerships CIC

**Venue/Address:** All venues

**Date of Review:** 1 September 2025

**Date of Next Review:** 31 August 2026

**Author:** Danielle Mills

### Introduction

Pony Partnerships CIC is committed to ensuring the safety and wellbeing of all clients, staff, volunteers, visitors, and animals. This risk assessment identifies potential hazards associated with our activities and premises, evaluates the likelihood and severity of harm, and details control measures in line with:

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Control of Substances Hazardous to Health (COSHH) 2002
- Keeping Children Safe in Education (KCSIE) 2025
- Best practice guidance from the HSE, Derbyshire Safeguarding Boards, and relevant animal welfare legislation.

All staff, volunteers, and visitors must follow this policy and report hazards, incidents, or near misses immediately.

### Purpose and Scope

This Risk Assessment identifies potential hazards associated with Pony Partnerships CIC activities and venues. It evaluates who might be harmed, how, and what control measures are in place to ensure risks are managed *as low as reasonably practicable (ALARP)*.

All assessments follow the *Health and Safety Executive's Five Steps to Risk Assessment (2025)*:

1. Identify hazards.
2. Decide who might be harmed and how.
3. Evaluate the risks and decide on precautions.
4. Record findings and implement them.
5. Review and update regularly.

### Risk Assessment Matrix

| Risk Rating | Definition                                                                   | Action required                                         |
|-------------|------------------------------------------------------------------------------|---------------------------------------------------------|
| Low         | Unlikely to occur, minimal harm, adequate controls in place.                 | Maintain current precautions.                           |
| Medium      | Possible occurrence, could cause harm, additional precautions may be needed. | Review and implement further actions to reduce risk.    |
| High        | Likely or severe impact, urgent action required to reduce risk.              | Immediate action required before the activity proceeds. |

### Risk Assessment Table

| Activity/Hazard                                        | Who might be harmed and how                        | Initial risk (L/M/H) | Existing controls/precautions                                                                  | Further action needed (to reduce risk)                        | Residual risk (L/M/H) | Action by who/when      |
|--------------------------------------------------------|----------------------------------------------------|----------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-----------------------|-------------------------|
| Handling ponies and equines                            | Learners and staff – bites, kicks, trampling       | Medium               | Only calm, trained animals used; constant supervision; PPE (boots, gloves)                     | Ongoing refresher training for animal handling                | Low                   | Danielle Mills – Termly |
| Working in outdoor areas (slips, trips, uneven ground) | All site users – falls, minor injuries             | Medium               | Surfaces maintained; clear walkways; signage; first aid kit on site                            | Review site condition weekly and after bad weather            | Low                   | Site Lead – Weekly      |
| Allergic reactions (animal fur, hay, etc.)             | Learners with allergies – rash, respiratory issues | Medium               | Medical information collected in advance; emergency medication available; first aiders on site | Update medical plans termly and check medication expiry dates | Low                   | First Aid Lead – Termly |

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|                                                           |                                                         |        |                                                                                     |                                                                                              |        |                                     |
|-----------------------------------------------------------|---------------------------------------------------------|--------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------|-------------------------------------|
| Working alone (lone working)                              | Staff – accident or incident without assistance         | Medium | Lone working policy; check-in/check-out system; mobile phones carried               | Reinforce policy during induction; review lone working risk plan                             | Low    | Danielle Mills – Induction & Annual |
| Behavioural incidents (aggressive behaviour, flight risk) | Learners and staff – injury, distress                   | High   | Staff trained in de-escalation; clear behaviour plans; 2:1 support when required    | Review behaviour plans termly; ensure staff trained in physical intervention (if applicable) | Medium | DSL – Ongoing                       |
| Medication administration errors                          | Learners – incorrect dose or timing                     | Medium | Written parental consent; only trained staff administer; double-check system        | Annual refresher training for medication management                                          | Low    | First Aid Lead – Annually           |
| Fire in stable or barn area                               | All persons on site – burns, smoke inhalation           | High   | Fire extinguishers serviced; no smoking; clear evacuation plan; annual fire drill   | Increase signage; review emergency lighting                                                  | Low    | Fire Marshal – Annually             |
| Infection control (zoonotic or communicable diseases)     | All participants – illness from contact or poor hygiene | Medium | Handwashing stations; no eating near animals; disinfect equipment                   | Review cleaning schedules; update COSHH training annually                                    | Low    | H&S Lead – Annually                 |
| Manual handling (feed, hay, water containers)             | Staff and volunteers – strain or back injury            | Medium | Training on correct lifting; mechanical aids available                              | Refresher training yearly; supervision for new staff                                         | Low    | Site Lead – Annual                  |
| Vehicle movement on site                                  | Learners, visitors – collision risk                     | High   | Designated parking; separate pedestrian paths; supervision during arrival/departure | Add speed limit signs; review traffic flow                                                   | Low    | Site Lead – Termly                  |
| Electrical equipment uses                                 | All staff – electric shock, burns                       | Medium | PAT testing annually; damaged items removed immediately                             | Increase awareness in staff induction                                                        | Low    | Site Lead – Annual                  |
| Emotional distress during therapy                         | Learners – anxiety, emotional                           | Medium | Qualified facilitators; wellbeing check-ins;                                        | Continue reflective supervision and                                                          | Low    | Clinical Lead – Ongoing             |

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| sessions                                | dysregulation                                                   |        | supervision available                                          | peer support                            |     |                                  |
|-----------------------------------------|-----------------------------------------------------------------|--------|----------------------------------------------------------------|-----------------------------------------|-----|----------------------------------|
| Trips/falls inside therapy or barn area | Clients, staff, visitors – injury from clutter or uneven floors | Medium | Regular housekeeping: clear routes maintained                  | Monthly environment safety checks       | Low | Site Lead – Monthly              |
| Animal illness or injury                | Learners or staff – distress or infection risk                  | Medium | Regular vet checks; isolation for sick animals                 | Keep animal health logs up to date      | Low | Animal Care Lead – Monthly       |
| Use of cleaning chemicals (COSHH)       | Staff, learners – skin irritation or inhalation                 | Medium | COSHH data sheets available; PPE provided; labelled containers | Update COSHH register; retrain annually | Low | H&S Lead – Annual                |
| Data breach / confidentiality issue     | Clients – privacy violation                                     | Medium | Secure files; password protection; GDPR policy                 | Annual data protection refresher        | Low | Data Protection Officer – Annual |

## Review and Monitoring

- All risk assessments are reviewed annually, or sooner if activities, staff, or locations change.
- Medium and High risks are reviewed termly until reduced to Low.
- Findings are shared in staff meetings and supervision to ensure everyone is aware of current controls.
- The DSL and H&S Lead oversee compliance with this document.

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