



Stockland Lovell

Stockland Lovell Manor,
Coultings
Bridgwater
Somerset
TA5 1JJ

Tel: 01278 652224
info@stocklandlovell.com

www.stocklandlovell.com



Stockland Lovell

Health & Safety Policy Procedures

Stockland Lovell, Coultings, Bridgwater, Somerset, TA5 1JJ

Tel: 01278 652224 / info@stocklandlovell.com

www.stocklandlovell.com



Contents

- Emergency contact details
- Accident Reporting, Health & Safety Policy
- Cross Country Course Health & Safety Policy
- Hacking Health & Safety Policy
- Arena Health & Safety Policy
- Residential camp Health & Safety Policy.

Stockland Lovell is a working Family Farm, machinery is actively working across the facilities. We kindly ask you to pay attention to unauthorised access & no entry signs. These are high risk farm working areas.

Whether participating in Equestrian or non equestrian activities. Stockland Lovell health & safety policies are to be abided by all general persons of the public, whilst on site.

Emergency / Out of Hours Contact Details:

Stockland Lovell

Main office & saddlery: 01278 652224

Mark: 07967 567479

(Alternatively side entrance door bell to Manor House)

Martin: 07816 814526

Stockland Lovell Manor,

Coultings, Bridgwater, Somerset, TA5 1JJ

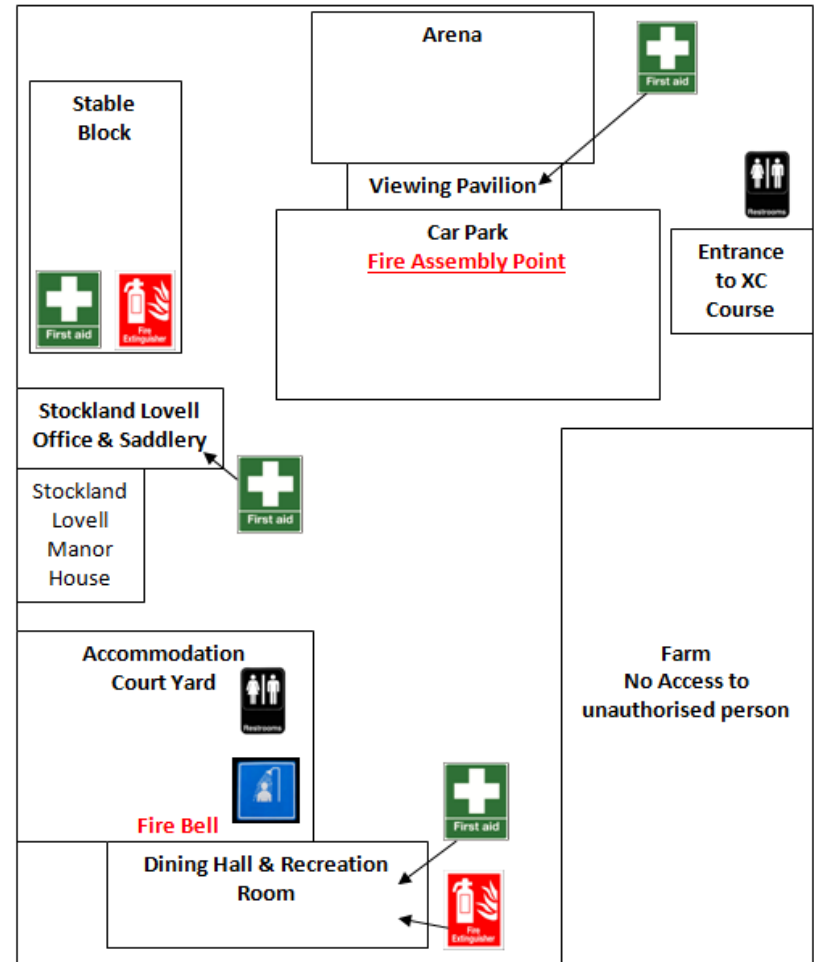
GRID REFERENCE: ST 223418

These details can be found across Stockland Lovell's site:

- Stable Barn,
- Viewing pavilion,
- Saddlery,
- XC course areas,
- Hacking routes areas,
- Dinning hall,
- Recreation room,
- All accommodation blocks.



Map Of Stockland Lovell Emergency Stations



Fire Actions

Discovering a Fire

1. Operate the alarm situated next to the shower block in the accommodation courtyard.
2. Dial 999 / 112
3. Attack the fire, only if SAFE to do so. Using fire extinguisher.

On hearing the Fire Bell:

1. Leave cabins & proceed to car park.
2. If safe to do so, lead horses to arena. Shutting arena gates.

DO NOT TAKE RISKS

DO NOT LEAVE FIRE ASSEMBLY POINT UNTIL GIVEN SAFETY PERMISSION TO DO SO.

It is the responsibility of the organizer to take attendance and report any missing persons to Stockland Lovell & emergency services.

Emergency Contact Details

Emergency Services

Dial 999 / 112

Musgrove Hospital

Parkfield Drive, Taunton, TA1 5DA

01823 342901 / 01823 342906

Open 24 hours

Bridgwater Hospital

Bower Lane, Bridgwater, TA6 4GU

01278 436555

Only Open 7.00—22.00

No Doctors or X-ray unit—only minor injuries

Vet

Evolution Vets: 01278 734828

24 hours for emergencies

Registered Farrier

John Avery: 07971 423430

Minor Accidents Emergency drivers—we strongly advise you are accompanied by a designated driver, if in the circumstances minor injury attention is required at a local hospital. Stockland Lovell staff cannot be responsible for this transport. Otherwise emergency services will have to be contacted.

Accident Reporting Health & Safety Policy

First Aid Stations:

- Equestrian Office & Farm Office
- Viewing Pavilion
- Stable Block
- Saddlery
- Dining Hall (Also contains a burn unit station)
- Recreation Room

Please note if first aid supplies are used from Stockland Lovell stations, please notify a member of staff

The instructor / organiser is responsible for carrying a first aid kit onto the Cross Country course whilst using the facilities. We advise the emergency contact details are kept inside the first aid box.

- Should an instructor or main organiser have any doubt about the safety of a rider or horse because of faulty tack / equipment then the instructor or organiser must refuse that person to take part & report back to Stockland Lovell team if necessary.
- Whilst every effort will have been made by Stockland Lovell Manor to ensure that equipment/ site / fences are in good order . It is the responsibility of the instructor, main organiser or rider to visually check the obstacle or fence before proceeding.
If at all concerned for safety reasons, do not proceed & notify the problem to a Stockland Lovell member of staff immediately or, alternatively, the session should not begin until the situation has been resolved. (This includes any defects or breakages must be reported.)
- Apart from the Instructor's vehicle which must display an authorisation notice obtained from the Office, no cars or motorised vehicles are to be taken onto the Cross Country Course. If there is a need for other vehicles to go onto the course then they should apply to the Office for an authorisation notice.

Tack Room

- A designated member of camp or organiser to be responsible for the tack room key whilst during camp. Upon departure please return to a Stockland Lovell member of staff. Stockland Lovell are not responsible for any damage, loss or theft.
- Please note horse feed, not to be kept in the tack room but in designated storage stables.

Car Park

- Please park close to the arena and away from farm buildings to avoid farm traffic.
- Please be aware all vehicles and trailers are left at the owners risk. Stockland Lovell are not responsible for any damage, loss or theft.

Accommodation

- Each accommodation block is fitted with a tested smoke detector. If this alarms please proceed to fire assembly point (Car Park, please refer to page 14, for fire assembly procedure) .
- Please do not leave any valuables unattended on site. Stockland Lovell are not responsible for any damage, loss or theft.
- Designated smoking areas are in the courtyard & car park ONLY.

Dinning Hall & Recreation Room

- No dogs allowed in dining hall.
- Please abide by all dining hall health & safety notices concerning use of kitchen facilities. (Oven instructions, dish sterilizer, etc) A copy of these notices & instructors can be obtained by Stockland Lovell office.
- Please note, fire extinguisher points are located in the dining hall and entrance to recreation room.
- Stockland Lovell do not hold a license to serve or sell alcoholic drinks. A chiller cabinet is provided to store drinks, whilst on your residential camp. It is the responsibly of the camp organizer or committee to monitor this if under 18s are present on camp. Stockland Lovell are not responsible for under age drinking.



Residential Camp Health & Safety Policy

It is the responsibility of the organizer to abide by all included policies:

- Emergency contact details, recorded.
- Accident Reporting, Health & Safety Policy.
- Cross Country Course Health & Safety Policy.
- Hacking Health & Safety Policy.
- Arena Health & Safety Policy.
- Residential camp Health & Safety Policy.

Stable Barn

- Each stable is fully bedded with shavings, (extra bales required are sold in the saddlery) if an alternative bedding is required, this is the responsibility of the owner. Please notify Stockland Lovell before arrival.
- Upon departure please leave stables banked on three sides.
- Water, hay & hayledge are to be fed at the front of each stable. Haynets must be tied to string.
- Please be aware of three wash down bays, & two interior water points. THIS IS NOT DRINKING WATER. Taps must be turned off to eliminate risk of flooding.
- Stable doors to be double bolted at all times.
- Horses not to be tied up in the stable walk way.
- We advise all mucking out utensils & grooming kits to be kept in storage areas. Walk ways to be kept clear at all times, in case of an emergency .
- Please only use the top entrance of the stable barn with horses, nearest the car park. Signposted.
- Direct Stable Barn doors, can be closed to your choice.
- Please note, fire extinguisher point is located at the top entrance of the stable barn, nearest the car park.

- Any authorised vehicle driving on the Cross Country Course must stay on the hard tracks or remain close to the white fencing at all times (entirely weather dependant); please **DO NOT DRIVE ON THE WORKED GROUND USED BY HORSES, AND PARK AWAY FROM THESE AREAS.**
- In the event of an accident, it is the responsibility of the instructor or main organiser at the accident scene to take the necessary actions & contact emergency services if required. Also the area must be made safe, before contacting a Stockland Lovell member of staff.
- In the event of any accident, it is the responsibility of the Instructor or main organiser to always complete the Accident Form on the same date as accident (major & minor). Such a form is obtainable from the Stockland Lovell Office. All sections of the form must be completed accurately. However private camps or group schooling (including Pony Club or Riding Club associations) must complete their own accident form, & return a copy to the Stockland Lovell office.
- All contact details of any witnesses must be taken and notified to Stockland Lovell equestrian team as part of the accident report procedure.
- Where possible submit a **photograph** (s) to support your written report. Please note that just a stand alone photograph is not sufficient, a written report must be completed.
- Accidents occurring outside of business hours must be notified to the Stockland Lovell team on, 07967 567479 / 07816 814526. A copy of the full written report must be given to a member of the equestrian team by 5pm on the next working day.
- The emergency contact detailed signs are displayed throughout Stockland Lovell's site in case of an emergency. This includes your site location, grid reference, contact numbers. (Including the Cross Country Course & across hacking routes.) We advise these details & the map of emergency stations are carried by the instructor / organiser responsible.



Cross Country Health & Safety Policy

- Familiarize yourself with the course before riding out. Maps are available in the office, viewing pavilion and saddlery.
- Riders under the age of 13 years old are not permitted to use the Cross Country Course unless participating in an affiliated Pony Club event or under the supervision and guidance of a qualified riding instructor.
- Do not attempt to use the Cross Country Course as a lone rider. All lone riders MUST be accompanied by a non-rider adult with a working mobile (note the emergency contact numbers & procedure for Stockland Lovell, page 1&2) .
- Make sure you are able to control your horse, within the halt (in the case of an emergency) and across all paces in a safe area, both alone and with other horses, before advancing out onto the Cross Country Course.
- Do not rush yourself or horse. Introduce new experiences & fences gradually under the supervision of a qualified instructor or experienced person. This may include not attempting obstacles and fences beyond the combination's capabilities.
- Please be aware of time spent on the Cross Country Course, subject to daylight changing hours.
- Make sure all tack & equipment are correctly fitted before mounting, if in any doubt please consult an instructor or experienced person before arriving at Stockland Lovell.
- Correct British quality Standard riding wear must be worn at all times when mounted. This includes riding hats with flexible peaks—Skull caps MUST be worn on Cross Country Course at all times.
- Correct British quality Standard body protectors must be worn at all times when mounted on the Cross Country Course.
- Medical armbands with up to date medical details must be worn by the rider at all times when mounted.
- Take a mobile, where there is no non-rider present. (note the emergency contact numbers & procedure for Stockland Lovell, page 1&2)
- If riding in the arena in a group each rider MUST carry a mobile in the case of emergency. (note the emergency contact numbers & procedure for Stockland Lovell, page 1&2) .
- Please respect other riders in the neighboring arena.
- Report any damaged or broken fences to a member of Stockland Lovell staff as soon as it becomes safe and practical to do so.
- Report any concerned sites where ground conditions have become unsafe.
- Whilst every effort will have been made by Stockland Lovell Manor to ensure that equipment/ site / fences are in good order . It is the responsibility of the instructor, main organiser or rider to visually check the obstacle or fence before proceeding. If at all concerned for safety reasons, do not proceed & notify the problem to a Stockland Lovell member of staff immediately or, alternatively, the session should not begin until the situation has been resolved. (This includes any defects or breakages must be reported.)
- The emergency contact detailed signs are displayed throughout Stockland Lovell's site in case of an emergency. This includes your site location, grid reference, contact numbers. (Including the Cross Country Course & across hacking routes.) We advise these details & the map of emergency stations are carried by the instructor / organiser responsible. (Please find the map of emergency stations on page 15.)



Arena Health & Safety Policy

- Gates are to be closed at all times in both arenas.
- Whilst every effort will have been made by Stockland Lovell Manor to ensure all cups & numbers are correctly placed by fences or in storage areas. It is the responsibility of the instructor, organizer responsible or rider to visually check the fence and surrounding before proceeding.
- Please pick up all dropping in arena & car park.
- Make sure you are able to control your horse, within the halt (in the case of an emergency) and across all paces in a safe area, both alone and with other horses,.
- Do not rush yourself or horse. Introduce new experiences & fences gradually under the supervision of a qualified instructor or experienced person. This may include not attempting obstacles and fences beyond the combination's capabilities.
- Please be aware of time spent in the arena subject to daylight changing hours.
- Make sure all tack & equipment are correctly fitted before mounting, if in any doubt please consult an instructor or experienced person before arriving at Stockland Lovell.
- Correct British quality Standard riding hats must be worn at all times when mounted. This includes riding hats with flexible peaks.
- Medical armbands with up to date medical details must be worn by the rider at all times when mounted.
- Ensure long sleeve tops & correctly fitting boots are worn by the rider. In the case the rider is required to walk on foot.
- Carry a whip (assuming the horse is safe to do so), in the case of variable use.
- Hi-Viz is to be worn, if safe & practical on the rider & horse, which can be seen from above as well as from on the ground.

- Ensure long sleeve tops & correctly fitting boots are worn by the rider. In the case the rider is required to walk on foot.
- Carry a whip (assuming the horse is safe to do so), in the case of variable use.
- Hi-Viz is to be worn, if safe & practical on the rider & horse, which can be seen from above as well as from on the ground.
- Take a mobile onto the Cross Country Course, where there is no non-rider present within the group. Each rider MUST carry a mobile in the case of emergency. (note the emergency contact numbers & procedures for Stockland Lovell, page 1&2)
- Please respect other riders on the Cross Country Course.
- Report any damaged or broken fences to a member of Stockland Lovell staff as soon as it becomes safe and practical to do so.
- Report any concerned sites where ground conditions have become unsafe.
- Whilst every effort will have been made by Stockland Lovell Manor to ensure that equipment/ site / fences are in good order . It is the responsibility of the instructor, main organiser or rider to visually check the obstacle or fence before proceeding. If at all concerned for safety reasons, do not proceed & notify the problem to a Stockland Lovell member of staff immediately or, alternatively, the session should not begin until the situation has been resolved. (This includes any defects or breakages must be reported.)
- The emergency contact detailed signs are displayed throughout Stockland Lovell's site in case of an emergency. This includes your site location, grid reference, contact numbers. (Including the Cross Country Course & across hacking routes.) We advise these details & the map of emergency stations are carried by the instructor / organiser responsible.



Hacking Health & Safety Policy

- Only ride on the allocated routes, provided by Stockland Lovell avoiding private ground. These routes are indicated by colored arrows.
- Please be aware some hacking routes use public roads. Whilst every effort will have been made by Stockland Lovell to ensure signs are made visible to drivers, that horses are present. Stockland Lovell cannot be responsible for public liability from motorist.
- Hacking maps are available in the office, saddlery and viewing pavilion.
- Hack out in calm, sensible company until horse and rider combination are confident.
- Make sure you are able to control your horse, within the halt (in the case of an emergency) and across all paces in a safe area, both alone and with other horses, before advancing out hacking.
- Do not rush yourself or horse. Introduce new experiences gradually under the supervision of a qualified instructor or experienced person. This may include training with cones and roadwork barriers in the arena first.
- Please be aware of time spent out hacking, subject to daylight changing hours.
- Make sure all tack & equipment are correctly fitted before mounting, if in any doubt please consult an instructor or experienced person before arriving at Stockland Lovell.
- Ensure long sleeve tops & correctly fitting boots are worn by the rider. In the case the rider is required to walk on foot.
- Correct British quality Standard riding hats must be worn at all times when mounted.
- Medical armbands with up to date medical details must be worn by the rider at all times when mounted.
- Hi-Viz is to be worn, if safe & practical on the rider & horse, which can be seen from above as well as from on the ground.
- Carry a whip (assuming the horse is safe to do so), in the case of

variable use.

- **Take a mobile**, where there is no non-rider present. If hacking in a group each rider **MUST** carry a mobile in the case of emergency. (note the emergency contact numbers & procedure for Stockland Lovell, page 1&2) .
- Please advise a responsible adult or a member of the Stockland Lovell equestrian team an approximate time you will be out hacking and your expected route.
- It is important to take note of the emergency contact details (from page 1 & 2) before you are mounted.
- Please respect other riders whilst hacking.
- Report any damaged or broken fences to a member of Stockland Lovell staff as soon as it becomes safe and practical to do so.
- Report any concerned sites where ground conditions have become unsafe.
- Whilst every effort will have been made by Stockland Lovell Manor to ensure that equipment/ site / fences are in good order . It is the responsibility of the instructor, main organiser or rider to visually check the obstacle or fence before proceeding. **If at all concerned for safety reasons, do not proceed & notify the problem to a Stockland Lovell member of staff immediately** or, alternatively, the session should not begin until the situation has been resolved. (This includes any defects or breakages must be reported.)
- **The emergency contact detailed signs are displayed throughout Stockland Lovell's site in case of an emergency.** This includes your site location, grid reference, contact numbers. (Including the Cross Country Course & across hacking routes.) We advise these details & the map of emergency stations are carried by the instructor / organiser responsible. (Please find the map of emergency stations on page 15.)

