****

**EQUESTRIAN QUEENSLAND – INTERSCHOOL QUEENSLAND   
2025 RISK MANAGEMENT PLAN**

**OVERVIEW**

Equestrian Queensland (EQ) has a Risk Management Policy which states that all risks shall be managed to be as low as reasonably practical.

Within the context of the 2025 Interschool Queensland Program this will include:

* EQ allocating sufficient resources to ensure compliance with its risk management obligations.
* The clear assignment and understanding of accountabilities for key personnel involved in risk management for Interschool Queensland events.
* The investigation of any incidents and/or near misses and report on the findings.

**RISK CATEGORIES**

Risks will be managed under the broad categories of:

1. Horse and Rider Welfare
2. Child Protection
3. Biosecurity

**ACCOUNTABILITIES**

EQ and event organisers are accountable for providing safe competitions for all stakeholders (i.e., riders, parents, spectators, officials, schools and volunteers). Riders and their guardians are accountable for complying with the competition rules and regulations and will conduct themselves with courtesy and consideration for the safety of everyone.

Any unsafe behaviour will not be tolerated and may result in disqualification from the competition and expulsion from the site.

|  |  |
| --- | --- |
| **Event Name:** |  |
| **Date:** |  |
| **Venue:** |  |
| **Contact:** |  |
| **Discipline/s:** |  |

**RISK MATRIX**

The following likelihood/impact and scale/definitions were adopted from the model recommended by the Australian Sports Commission.

Table 1 – Likelihood Scale

|  |  |
| --- | --- |
| **Rating** | **LIKELIHOOD:** The potential for problems to occur in a year |
| **5** | **ALMOST CERTAIN:** high probability to occur, could occur several times per year |
| **4** | **LIKELY**: high probability, likely to arise once per year |
| **3** | **POSSIBLE**: reasonable likelihood that it may arise over a five-year period |
| **2** | **UNLIKELY**: plausible, could occur over a five-to-ten-year period |
| **1** | **RARE**: very unlikely but not impossible, unlikely over a ten-year period |

Table 2 – Loss or Damage Impact Scale

| **Rating** | **POTENTIAL IMPACT:** In terms of the objectives of the organisation |
| --- | --- |
| **5** | **CATASTROPHIC**: most objectives may not be achieved, or several severely affected |
| **4** | **MAJOR**: most objectives threatened, or one severely affected |
| **3** | **MODERATE:** some objectives affected, considerable effort to rectify i.e., sport injury – requires medical attention and has some impact on participation in sport and/or other activity |
| **2** | **MINOR:** easily remedied, with some effort the objectives can be achieved i.e., sport injury requires first aid treatment and prevents immediate participation in sport and/or other activity |
| **1** | **NEGLIGIBLE:** very small impact, rectified by normal processes  i.e., sport injury but does not prevent participation |

**Table 3 – Risk Matrix**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Likelihood** | | | | |
| **Impact** | Rare (1) | Unlikely (2) | Possible (3) | Likely (4) | Almost Certain (5) |
| Negligible (1) | L | L | L | M | M |
| Minor (2) | L | L | M | M | M |
| Moderate (3) | L | M | M | H | H |
| Major (4) | M | M | H | H | E |
| Catastrophic (5) | M | M | H | E | E |

**Table 4 – Risk Ranking**

|  |  |  |
| --- | --- | --- |
| **Ranking** | **Code** | **Comment** |
| Low | L | Observation |
| Medium | M | Must have measures in place |
| High | H | Must have an assurance program to ensure measures are in place and effective. |
| Extreme | E | Shall not be tolerated |



**BRISTON TOFT   
Chief Executive Officer, Equestrian Queensland**

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Comment** |
| 2.1. | 19 Feb 2020 |  |
| 2.2 | 30 August 2020 | Inclusion of COVID-19 |
| 2.3 | 30 May 2021 | Modification of COVID-19 Requirements |
| 2.4 | 1 Sep 2022 | Reviewed and refined |
| 2.5 | 22 Jan 2024 | Revised and updated |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2025 EQUESTRIAN QUEENSLAND – INTERSCHOOL QUEENSLAND**  **RISK CATEGORY – HORSE AND RIDER WELFARE** | | | | | | |
| **Risk Event** | **How it can occur** | **Mitigation & Risk Controls** | **Responsibility** | **Likelihood** | **Impact** | **Ranking** |
| Fall of Horse and Rider | * Collision with an obstacle * Slip on the flat | * The Event is run under Equestrian Australia Rules, and specification i.e., jump dimensions and speeds. * Cross country and Jumping course design are completed by qualified and competent Course Designers (CD). * Surfaces and courses inspected and signed off by qualified and competent Judge / Technical Delegate (TD). * Horse and Rider qualifications to ride in the class are checked before an entry is accepted to compete. * Riders required to wear PPE (approved helmet etc). * The TD may change the jumping courses and time to suit the conditions. * A rider briefing is conducted prior to the XC competition to advise course conditions. * TD/Judges monitor every horse and rider to ensure safe riding. * The TD/Judge may instruct a rider to stop if riding out of control. * Fall of rider requires check by paramedic. * Paramedic and Doctor on course for XC for rapid response * Audit equipment carried and qualifications of paramedic staff. * Vets on course for XC and on call * Horse ambulance with trained operator on course. * Serious Incident Management Plan in place. * All riders must be members of EQ and are therefore covered for personal accident insurance and public liability (see attached Certificate of Currency). | * FEI and Equestrian Australia * Event Organisers * Organising Committee * Organising Committee /EQ * Organising Committee /EQ * EA Rules/ EQ * Technical Delegate * Technical Delegate * TD or Judges * TD or Judges * Technical Delegate * CRS, Organising Committee /EQ * Organising Committee /EQ * Organising Committee * Organising Committee /EQ * Organising Committee /EQ | 5 | 3 | H |
| Motor Vehicles/ Parking & Camping | * Official’s Motor Vehicle driven onto the XC course. * Media vehicle driven on course. * Incorrect speed on grounds. * Congested camping zones. * Unlicensed Driving | * Limited motor vehicles allowed on course. * Media vehicles will be escorted onto the course if required. * Use signed roadways on facility. * Designated parking / camping areas used only. * Horses not allowed in camping area – as per ground rules. * Only appropriately licenced individuals allowed to move vehicles if required. | * Organising Committee | 3 | 3 | M |
| Injury to Spectator | * Collision with horse * Spectator not following the requests of crossing marshals. * Slip on rough terrain | * Spectator pathways clearly marked. * Spectator crossings manned by marshals. * Frequent public announcement to use designated crossing points. * Signs instructing spectators to use designated crossing points. | * Organising Committee * Organising Committee * XC Announcer * Organising Committee | 2 | 3 | M |
| **2025 EQUESTRIAN QUEENSLAND – INTERSCHOOL QUEENSLAND**  **RISK CATEGORY – CHILD PROTECTION** | | | | | | |
| **Context –** Australian sporting organisations have legal obligations under Australian law regarding harassment, discrimination and child protection. They also have moral obligations in relation to establishing standards of appropriate member behaviour and to provide safe, respectful, and appropriate sporting environments for their activities to occur. | | | | | | |
| **Risk Event** | **How it can occur** | **Mitigation & Risk Controls** | **Responsibility** | **Likelihood** | **Impact** | **Risk Ranking** |
| Child Protection | Unwelcome contact | * All members of EQ must comply with Equestrian Australia’s Member Protection Policy and Disciplinary Bylaws (available on the Equestrian Australia web site under About EA). * All stakeholders will be made aware of their obligations and the process to report child abuse to the CEO of EQ who will refer the matter to the Police. | EQ | 2 | 3 | M |
| Bullying & Cyber Bullying | Unwelcome posts on Facebook Twitter etc | * All members of EQ must comply with Equestrian Australia’s Member Protection Policy, Code of Conduct and Disciplinary Bylaws. * All riders will be made aware of the obligations and the process to report cyber bullying to the CEO of EQ, who will deal with the issue in accordance with procedural fairness and the EA Rules. | Event Director | 3 | 3 | H |
| Inappropriate Images of Children | Professional photographers on site. | * All professional photographers at the event will be accredited by EQ. * All professional photographers will have a ‘Blue Card’ Working with Children accreditation. | Organising Committee | 2 | 3 | M |
| Smoking | Smoking in closed public areas | * The Organising Committee will monitor to ensure that no smoking occurs onsite in compliance with QLD legislation. | Organising Committee | 3 | 2 | M |
| Service of Alcohol | Licenced Venues | * The Organising Committee will monitor to ensure that provision of alcohol is provide through the licenced venue in accordance with QLD legislation. * Consumption of alcohol by under 18 people will not be tolerated. | Organising Committee | 2 | 3 | M |
| Weather and Sun Protection | Storm / excessive rain/ high temperatures/ inclement weather for competition.  Fire hazards.  Unprotected exposure to the sun | * Grounds checked, suitability decision made by TD with and committee members. * Advise taken from local police/ fire service re proceeding with event if necessary. * Site may have areas out of the sun. * The event will be run under Equestrian Australia’s Hot Weather Policy. | Organising Committee | 2 | 3 | M |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2025 EQUESTRIAN QUEENSLAND – INTERSCHOOL QUEENSLAND**  **RISK CATEGORY – BIOSECURITY** | | | | | | |
| **Context –** Management of Biosecurity Risks is important to ensure that the transfer of diseases from horse to horse and horse-to-human is managed appropriately. All people who bring horses to venue are expected to be aware of their biosecurity obligations, that they must take all reasonable steps to ensure their activities do not spread a pest, disease or contaminant. | | | | | | |
| **Risk Event** | **How it can occur** | **Mitigation & Risk Controls** | **Responsibility** | **Likelihood** | **Impact** | **Risk Ranking** |
| Horse/human contracts a serious illness | * Horse-to-horse contact * Horse-to-human contact | Competitors will be advised before and during the event that:   * They have a biosecurity obligation to take all reasonable steps to ensure their activities do not spread a pest, disease or contaminant. * Horse Health Declarations (HHD) are a mandatory requirement for all events. * The property identification code (PIC) of the horse’s origin and returning property must be included on the HHD. * Acceptance into the event will be refused if the required HHD is not presented at point of entry or designated registration point. * No horses or dogs with signs of illness are to be brought onto the grounds. * Competitors are required to advise the event organisers immediately if a horse is sick, to stop all non-essential contact with the sick horse and not allow children to have close contact with the sick horse. * Competitors are responsible for cleaning up manure from yards and placing it in designated areas. * Everyone handling horses should wash or sanitise hands between contacting different horses.   In the unlikely event of a biosecurity incident, the Biosecurity Manager will:   * Advise the organising committee of the situation. * Meet with the directly affected parties to advise the actions to be taken, including isolating the horse/s, contacting vet and authorities. * Contact the emergency disease hotline and the DPI. * Take directions from the DPI. * Identify all parties who may have had contact with the sick horse. * Act as the main point of contact between the authorities, the organising committee and competitors/parents. * Prepare media/public statements as required for the EQ CEO | Biosecurity Manager | 3 | 4 | M |
| COVID 19/ other human viruses | • Human to Human | • All events/competitions and activities are conducted in accordance with  QLD Government /QLD Health requirements at the time  • Implement and encourage controls such as hand sanitizer, face masks etc. for  discretionary use or mandatory use if prescribed by QLD Health. | Event Organiser | 4 | 2 | M |