



Stockland Lovell

Stockland Lovell Manor,
Coultings
Bridgwater
Somerset
TA5 1JJ

Tel: 01278 652224
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www.stocklandlovell.com



Stockland Lovell

Health & Safety Procedures 2020

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

Tel: 01278 652224 /
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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

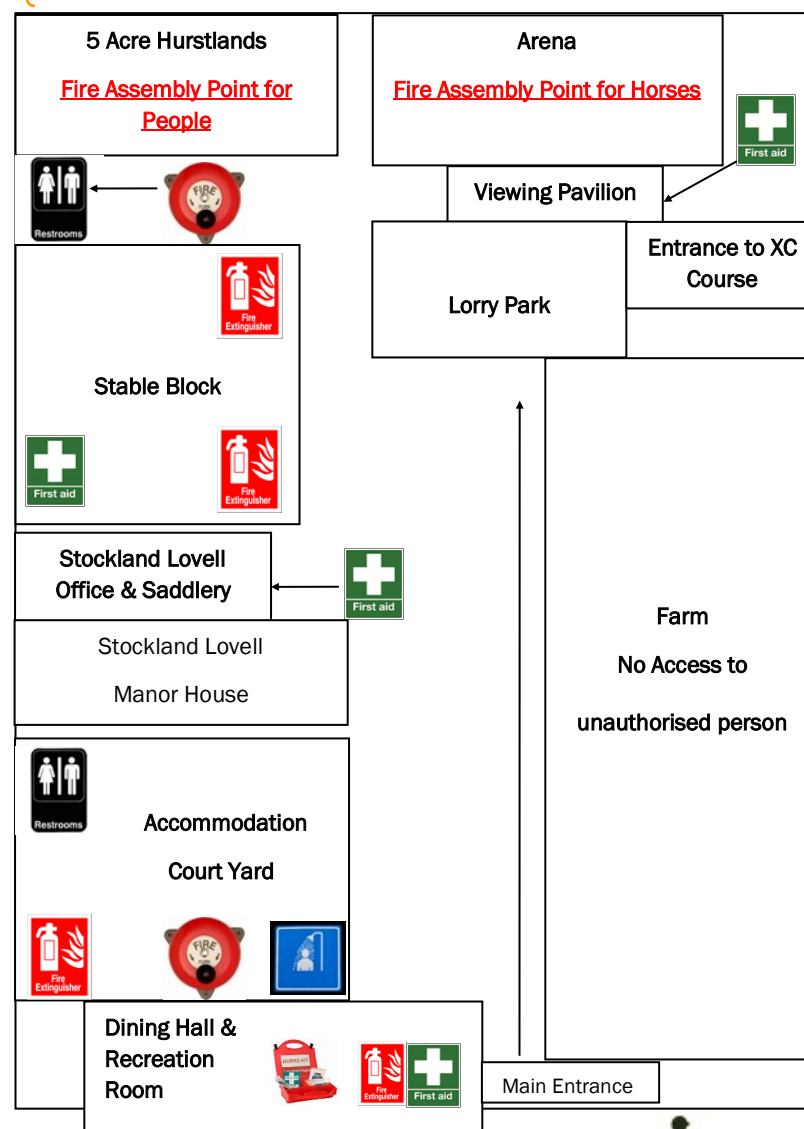
Stockland Lovell Manor,

Coultings, Bridgwater, Somerset, TA5 1JJ

GRID REFERENCE: ST 223418

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

- Stable Barn,
- Viewing pavilion,
- Saddlery & Office,
- Cross Country course areas,
- Hacking routes areas,
- Dining hall,
- Recreation room,
- All accommodation blocks.



FIRE ACTION

Raise the alarm VERBALLY by shouting,
sound the manual FIRE BELL & use the Fire
Marshall Kit situated next to the shower block in
the accommodation area
or outside toilet block next to the lorrypark
CALL 999/112

Leave the building by the nearest exit

**Report to the assembly point located in the
field to the left of the arena as you approach**

**DO NOT return to any buildings
until authorised to do so**

**DO NOT take any risks
If safe to do so lead horses to the arena
If safe release the Cattle into the silage area
and then a gated field**

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

Mark French: 07869143541

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 Rooms

- A designated member of camp or organiser to be responsible for the tack room keys 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 & trailers are left at the owners risk. Stockland Lovell are not responsible for any damage, loss or theft.

Accommodation Courtyard

- Each accommodation block is fitted with a tested smoke detector. Fire extinguishers & a manually operated fire bell is situated on shower block. If this alarms please proceed to fire assembly point (please refer to page 14 & 15, 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 green of the courtyard ONLY. Please use smoking bins provided.

Dining Hall & Recreation Room

- Please adhere to our NO DOGS POLICY for all residential camps.
- Please abide by all dining hall health & safety notices concerning use of kitchen facilities. (Oven instructions, dish steriliser, etc) A copy of these notices & instructions 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 responsibility of the camp organiser or committee to monitor this if under 18s are present on camp. Stockland Lovell are not responsible for under age drinking.

If Children are present on camp it is the responsibility of the organiser or guardian to ensure that strictly only authorized areas are to be used—this does NOT include farm areas or facilities

Residential Camp Health & Safety Policy

It is the responsibility of the organiser 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 TWO sides.
- Water, hay & hayledge are to be fed at the front of each stable. Haynets must be tied to string.
- Please be aware of six wash down bays, & three 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, the fire extinguisher points are located at each end of the stable barn.
- Please note a manual operated fire bell is situated on the car park toilet (please refer to page 14 & 15)

Stockland Lovell

- 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

- 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.

- 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.
- All horses tied to the outside of boxes—must be supervised at all times.
- All dogs must be kept on leads at all times & are not authorized to be in the arena at any time. All dogs mess to be picked up.
- All members of the public should be aware this is a working farm and only responsible adults to be in the arena on foot.
- Strictly all horses must WALK through car park & alongside arena.
- Please be aware of one water point, near entrance to the XC Course. THIS IS NOT DRINKING WATER. Taps must be turned off to eliminate risk of flooding.
- Report any damaged or debris 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 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.
- 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 & Events 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.
- **Take a mobile**, where there is no non-rider present. (note the emergency contact numbers & procedure for Stockland Lovell, page 1&2)

- **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.**
- **All dogs are to be kept on leads at all times when on site.**
- **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 coloured 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 is 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.)

