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## *Barrow Hall Stables*

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Website: [www.barrowhallstables.co.uk](http://www.barrowhallstables.co.uk)

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Dear Parent/Guardian

Please find enclosed forms we now have to ask you and your child to read and sign to allow your child to help as a Saddle Club Member at Barrow Hall Stables.

We offer this service as a club with an annual membership, children, once a member, will be offered training sessions throughout the year.

Children are invited to help weekdays, evenings and weekends, but please check with a member of staff for closing times, and that a member of staff will be on site. Our current opening times can be viewed on our website and Facebook page.

We will hold attendance sheets for signing in and out, it is not compulsory for helpers to come every week, or all day, but please ensure they complete the sign in/out when attending and leaving.

You as a parent are asked to provide correct clothing and equipment for your child, including suitable footwear, sun hats and cream, gloves, warm and waterproof clothing. We must be informed of any medical conditions or general problems, so we ask if you could please state this on the application form.

Yours Faithfully

Anita French  
(Manager)

# TASK DESCRIPTION & RISK ASSESSMENT

**All participant must be willing to complete the following activities, and have some knowledge of how to do so**

Grooming horses and ponies  
Tacking up  
Leading ponies and horses  
Mucking/skipping out stables  
Sweeping yards  
General housekeeping tasks  
Feeding and watering  
Changing horse's rugs  
Possible turning out & catching horses  
Tying up of horses & ponies  
Washing off horses & ponies  
Cleaning tack  
Some possible light manual handling  
Assisting of customers  
Wearing of personal protective clothing  
Possible leading and helping with in the lesson

## **Risks identified**

Risk of being bitten, kicked or trampled by horses, trapping fingers in stable doors when grooming, feeding, watering & washing of horses.  
Risk of tripping, slipping or falling when leading horses.  
Possible risk of injury when carrying out any manual tasks, should any incorrect manual handling techniques be used.  
Possible risk of injury should personal protective clothing not be worn correctly.  
Possible dusty environments. Inhalers should be kept at the yard if required.

## **Remedial Action Required**

Extreme care and caution to be exercised when undertaking any required tasks as a helper. Strict adherence to company procedures and all instructions given, to enable all tasks to be carried out in a safe manner, wherever it is reasonably practicable, at all times, and wearing all required personal protective clothing.

Signed:..... Date:.....  
(Parent/Guardian)

# **BARROW HALL STABLES**

## **Basic Rules of the Yard**

No running or shouting on the yard

No entering prohibited areas

No smoking

No swearing

No entering stables unless authorised

No feeding horses or carrying sweets around the yard

Ask before feeding tip bits to horses

No jewellery

Suitable clothing and footwear to be worn

Gloves and hats must be worn when leading

No personal stereos

No chewing gum

Sign in and out of the yard when entering and leaving

Break times and lunch times as advised by the yard manager on the day, to be taken in the function room (NOT STAFF ROOM). This area must be tidied, and kept clean/clear for functions/parties.

Any problems/accidents/injuries to be reported to staff

Members do not have permission to enter the area behind desk in the office, and are not authorised to look through personal information within this area (diary/booking forms/etc).

Please respect the privacy of other members/staff/riders at Barrow Hall Stables when taking photographs. Any published material online/social media must have the consent of any parties included.

Sharing of rider names/ride lists/personal information regarding the running of Barrow Hall Stables is forbidden.

Personal belonging are left at the owners risk.

Helper's signature:

I .....have read the yard rules and agree to abide by them.

Date:.....

# BARROW HALL STABLES SADDLE CLUB

## Saddle Club

In order to satisfy the S.E.I.B insurance and their interpretation of legislation regarding children working/helping within our yard, it is necessary that any child wanting to spend time on our yard in addition to their allotted lesson time must be a paying member of our training (saddle) club.

## Annual Subscription

The annual subscription for the saddle club is £25.00.

## Membership Criteria

Regular Rider at Barrow Hall Stables  
Minimum aged 11 years  
A basic knowledge of Horse/Pony care  
Some experience handling and working around Horses/Ponies

## APPLICANT INFORMATION:

Name:..... Date of Birth:.....

Address:.....  
.....  
.....

Parent/Guardian Signature:..... Date:.....

Emergency contact telephone numbers:

1)..... 2).....

3)..... 4).....

Email:.....

Medical/Health Conditions:.....  
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