



Upper Hunter Team Penning

EMERGENCY RESPONSE PLAN

November, 2019 v1

AIM: To provide a safe environment for all members and visitors at any hosted event with Upper Hunter Team Penning.

POLICY STATEMENT: Upper Hunter Team Penning Members and visitor will ensure:

1. Check for all hazards in and around the arena/grounds before the commencing of any event
2. Any extension cords that are used are to be covered in case of damage or trip hazards
3. Horses to be secured at all times
4. Dogs on leads or in secured cage at all times
5. Boundary gates to be kept closed at all times
6. Executive committee to decide on a cancelled event due to safety EG: Rain, Dust, Fire, storm, General weather conditions
7. A minimum of 2 first aiders to be present at each event held
8. First aid kit to be at the judge's stand at all times
9. First aid kit to be checked and signed upon before each event takes place
10. In case of an emergency, Event is to be stopped until all hazards are cleared, horses to be contained and cattle to be removed from the arena if injured patient is within this area. If a person is injured and seeks further assistance the first aid officer treating the patient is to organise an ambulance. Person to man entry gate in readiness of the arrival of the ambulance
11. All accidents/injuries are to be reported to first aiders and the executive committee immediately
12. First Aid treatment book is to be kept with the first aid kit at the judges stand at all times during an event
13. All first aid treatments/accidents/injuries are to be documented in the first aid log book. This includes any injury/incident that may or may not have required first aid treatment and or further medical assistance from an ambulance. First Aid officer is to check on patient within 1 hour from incident/injury shall the patient still be present on the grounds of the event.
14. List of first aiders present at each event will be listed with the judges at the judge's stand and will be announced throughout each event
15. Emergency muster point is at the designated canteen facility at each grounds
16. In case of disease outbreak, follow government regulations as per individual situation



ACTIONS: Upper Hunter Team Penning members and visitors will follow the steps below in the case of an emergency:

IN CASE OF EMERGENCY

- # Don't panic-Remain Calm
- # Check for danger
- # If no danger, approach patient, comfort and reassure patient
- # Call for first aider
- # Clear all hazards from immediate area
- # Access patient and administer first aid if required
- # Call for help (ambulance)

First aid officers are:

1. Moo Burrell
2. Carly Aird
3. Kristy Banister
4. Trevor Cleland
5. Justin Rodwell
6. Gavyn Wicks
7. Karlie Heaslip
8. Dean Banister
9. Roxley Duggan

FIRST AID KIT AT JUDGES STAND

EMERGENCY PHONE NUMBER: CALL 000
(AMBULANCE, POLICE, FIRE)

HOSPITAL	NUMBER
SCONE (White Park)	65 402 100
MURRURUNDI (Murrurundi grounds)	65 469 000
MERRIWA (Merriwa grounds)	65 325 000
MUSWELLBROOK (Aberdeen grounds)	65 422 000