



First Aid Policy.

In line with PCAV requirements Leighdale Pony Clubs commitment to a safe environment on **mounted rally/event days** organised by the club a First Aid Coordinator, has been nominated by the committee to ensure that there is always:

- A Designated First Aid Room/Area clearly sign-posted and accessible.
- A Rostered Level 2 First Aid Officer in attendance, who will carry a mobile phone to make necessary emergency contact with ambulance or family as required.
- A well maintained industry approved First Aid kit, one for riders and one for horses, that is checked and familiar to the Level 2 First Aid Officer on duty.
- The PCAV First Aid Commitment is displayed on the notice board.
- Emergency response plan is displayed on the notice board.
- A list of emergency contact numbers on display.
- A PCAV Injury/Incident Report Form (kept in first aid kit), completed as required in the event of any minor/major, accident/incident under the supervision of the First Aid Officer in attendance. The original copy of the report will be forwarded to the PCAV Office within 7 days of the Injury/Incident occurring. The carbon copy is to be kept by LPC.

For **inter-club/zone rally/event** days, including the above as well as:

- Compilation of a member's register and visitors attendance sheets with emergency contacts recorded.

The Medical History Form for each rider is to be completed on the application for membership of each new member and each June thereafter to maintain current details. If however personal information should change between these times it is the parents responsibility to ensure information is updated not only on Medical History Form but also on Medical Arm Band worn at each rally. The Medical Arm Band will be color coded to represent the current year. It is advised by PCAV that the local ambulance service be notified when the club is holding events.

If more than 200 competitors have been registered for a zone or state competition it may be assessed and recommended by the zone running that event that a doctor should be present on the grounds for the duration of the competition.

Volunteers working for the Leighdale PC at any given official rally/event day are to register on the Volunteer Record to ensure they are recognised for insurance purposes.