

Pony Club WA

Crisis Management



Although we don't like to think about serious incidents, it is always easier on those involved if a Crisis Management Plan is established prior to each event.

It is important to remember not make any public statements or admit fault of any kind. The Chair and CEO of Pony Club WA are available to support clubs in the case of a serious incident.

Crisis Management Team

- Coordinator (takes charge, coordinates necessary actions, liaises with team members)
- Assistant (manages the event while the team manages the crisis)
- Communicator (makes necessary phone calls – police, ambulance, vet, hospital, emergency contact, Pony Club WA)
- Supporter (stays with the injured/affected person or family)
- Runner (available to fetch, carry, pass messages etc.)
- Recorder (takes photos of scene where appropriate, gathers names and numbers of witnesses)
- Announcer (informs the public at the event that horse/rider are ok, update on delays to competition etc)

Prior to Event

- Implement your Risk Management Plan and subsequent checks.
- Organising committee to identify and allocate roles to be undertaken in the case of a serious incident prior to an event commencing.
- Make sure emergency phone numbers are available.

Action at the Incident

- Activate Crisis Management Team
- Secure incident area and screen from view if appropriate
- Hold all oncoming riders or if appropriate, halt event.
- All those not involved are to leave the scene.
- Clear the scene
- Repair or remove any damaged equipment
- Confer with OC as to the recommencement of competition.

Action after the incident

- Witnesses to be transported to a private area and statements taken.
- Liaise with hospital/vet/family on condition of person/horse
- Contact Pony Club CEO or Chairperson in the case of a serious incident
- Do not make any public statements or admit fault of any kind.
- Complete all required paperwork and submit to Pony Club WA along with photos and witness statements as soon as practical after event.