

# Livery Yard Criteria - Approved

## **A1. Horse Welfare**

Horse welfare is of paramount importance for any equestrian business and the daily needs of all horses and ponies at a BHS Approved Centre must be the first priority. Where clarification may be needed reference should be made to the Equine Industry Welfare Guidelines Compendium for Horses, Ponies and Donkeys (Third Edition) or The Code of Practice for the Welfare of Equidae (Scotland).

- A1.1** Isolation procedure and facility
- A1.2** Fire prevention policy and evacuation procedure
- A1.3** All horses to have a structured management and care programme including exercise, foot care, tooth care, worming and veterinary care. Either provided by the owner or with support from the centre. Details of the care provided by the Centre should be included in the livery contract.
- A1.4** Access to suitable clean and appropriate quality foodstuffs/water
- A1.5** Access to safe shelter appropriate for seasonal conditions
- A1.6** Basic equine first aid kit
- A1.7** All horses on premises to have a valid equine passport (in accordance with Defra guidance)
- A1.8** Current list of all horses on the property
- A1.9** Appropriately experienced personnel to actively oversee daily horse care and welfare is in place for all horses.

## **A2. Safeguarding – Where Under 18's or other vulnerable groups use the livery yard**

The safety and wellbeing of all groups at a BHS Approved Centre is of paramount importance. All centres which have children at the centre are expected to comply with the BHS Safeguarding Policy in order to become BHS Approved.

- A2.1** All BHS Approved Centres and BRC Centres are legally required to request Enhanced DBS checks on all individuals who work or volunteer in a Regulated Activity on a regular, frequent or overnight basis. In Scotland this is governed by the PVG scheme. In Ireland individuals need Garda Clearance and in Northern Ireland individuals need Access NI criminal records checks. The Centre proprietor, or delegated person, is responsible for ensuring that all required checks have taken place.

- A2.2** At least one trained staff member responsible for child welfare who has attended a BHS Safeguarding and Protecting Children Workshop or Sports Coach UK Safeguarding and Protecting Workshop and has updated every three years
- A2.3** At least one trained staff member to be appointed as the Centre Welfare Officer (CWO) for the centre. Details of the CWO to be displayed at a central point accessible to all staff and clients.
- A2.4** BHS Safeguarding policy in place
- A2.5** Clear policy regarding the care and supervision of Under 18's when at the centre. If there are no Under 18's permitted at the Centre a declaration confirming this is required.

### **A3. Customer Care**

The customers' experience is paramount to the success of any business. An excellent first impression and welcoming staff will serve the centre well. Even a busy working yard can have the appearance of order and professionalism which will enhance the reputation of the centre.

- A3.1** Positive overall first impression
- A3.2** Welcoming and friendly staff
- A3.3** Accessible and current human first aid kit available for client use
- A3.4** Correct signage (for directions and information and health and safety)
- A3.5** All liveries to have a current livery contract
- A3.6** Support for liveries and their horses
- A3.7** Evidence of clear system of communication for liveries e.g. a diary booking system, arena booking system.

### **A4. Riding Out (if applicable)**

Access to safe and enjoyable off road hacking is a high priority for many livery yard clients. A centre which can offer direct access to safe and enjoyable riding will be popular with clients.

- A4.15** Documentary evidence that the main routes are risk assessed
- A4.16** A code of conduct for hacking out for livery yards to include minimum PPE standards which must include the wearing of Hi-Viz, riding hat to the required standard and appropriate footwear. Additional requirements for specific PPE for cross country schooling.

### **A5. Facilities**

The BHS Inspector will be assessing the facilities and their management. An old but well maintained centre, showing best practice, can be graded as highly as a newly built facility. All facilities at the centre will be inspected. Not all facilities referred to below e.g.

arenas and show jumps, will be applicable to each business and are therefore not all are required.

- A5.1** Positive overall first impression of the centre and facilities
- A5.2** Toilets well maintained, clean and hygienic. To include hand washing and drying
- A5.3** Safe and well maintained stables and surrounding areas to allow for suitable inspection of horse health.
- A5.4** Stables to be adequate size for occupant to ensure room for movement, comfort and ventilation. Doorways that are a suitable width and height to allow safe entry and exit of the horse which is occupying the stable
- A5.5** Stables are kept clean with suitable bedding/cover to ensure comfort
- A5.6** Where rubber matting only is used the stable must be kept free from excessive urine and droppings. The BHS does not condone the use of rubber matting without bedding for stable kept horses
- A5.7** Arena minimum size 20m x 40m with well-maintained access and egress (if applicable to the business)
- A5.8** Well maintained and level riding surface including management systems to maintain the surface and control levels of dust
- A5.10** Human First Aid kit easy accessible
- A5.11** Indoor arena – safe walls or kicking boards at safe height and well maintained. Safety glass used in viewing areas (Where applicable to the business).
- A5.12** Outdoor arena is securely fenced and gated. An arena in a riding school must be fully fenced (where applicable to the business)
- A5.13** Any storage of jumps and other equipment in an arena has been risk assessed as safe
- A5.14** Show jumps well maintained and appropriately stored (if applicable to the needs of the business)
- A5.15** Spring loaded safety cups to be used on the back rail of any spread fences and advice provided to clients advising use of safety cups (where applicable to the business)
- A5.16** Cross country courses to be well maintained including ground and the removal of old and dilapidated jumps. BE guidance re the securing of portable fences should be adhered to. Code of Conduct and appropriate Risk Assessment in place for the use of cross country course (where applicable to the business)
- A5.17** Appropriate storage areas provided to accommodate all clients' feed, forage and bedding, and evidence of vermin control.
- A5.18** Any accommodation offered should be certified to meet requirements stipulated by local authorities e.g. (HMO) Houses of Multiple Occupancy

## **A6. Tack Rooms**

Tack rooms to be tidy, secure and provide sufficient storage for clients' tack and equipment

- A6.1** Secure and sufficient tack/equipment storage with safe saddle and bridle racks

## **A7. Grassland Management & Turnout**

Good quality grazing is a premium at many equestrian centres where access to regular turn out can be restricted due to the land available or the prevailing weather conditions. A suitable grassland management programme, safe and secure fencing and adequate water supply forms the basis of BHS Approval

- A7.1** Well maintained pasture with management of droppings
- A7.2** Paddocks to be relevant to requirement e.g. grazing or turn-out
- A7.3** Safe and secure fencing, boundaries and gates. Where stock fencing is used as dividing fences, it is recommended that off-set electric fencing should also be in place. All fencing must be well maintained
- A7.4** Availability of clean water
- A7.5** Free from dangerous objects and poisonous weeds and plants e.g. ragwort
- A7.6** Access to shelter appropriate to seasonal conditions
- A7.7** Safe design of grazing areas e.g. clear access to gateways and walkways

## **A8. Legislative Compliance**

There are a number of documents and procedures which must be in place before BHS Approval can be granted.

- A8.1** Horse Passports to be kept in accordance with Defra guidelines
- A8.2** Current Liability/Employers Insurance Schedule to be visibly displayed
- A8.4** List of qualified First Aiders to also be visibly displayed
- A8.5** Up to date and easily accessible First Aid Kit available
- A8.6** Centre Health & Safety Policy, a written policy is required where there are five or more employees; however the number of volunteers and stable helpers must be taken into consideration
- A8.7** H&S at Work Act 1974 Poster to be displayed, if more than 5 employees
- A8.8** Accident reporting procedure including RIDDOR
- A8.9** COSHH assessment
- A8.10** Muck heap siting, storage and removal must comply with environmental legislation, e.g. non contamination of waterways
- A8.11** Risk Assessment linked to each activity must be completed for all areas of the business, and all relevant staff to have access to these.
- A8.12** Preventative Fire Risk Assessment for staff, clients and horses
- A8.13** All employees to have a current contract of employment
- A8.14** Riders to wear the correct PPE for the activity e.g. hats, boots, gloves and body protectors as required. Riding hat to the current standard must be worn at all times when mounted

