

NOCO EQUINE LLC

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EMERGENCY PLAN AND PROCEDURES

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EMERGENCY PLAN

In the case of an emergency, the Riding Instructor is in charge and will call 911 if necessary or delegate a volunteer to dial 911. Should the instructor become incapacitated, immediately dial 911 and seek assistance.

A first aid kit can be found just inside the tack room door to the right. Included in this first aid kit are Benadryl and hydrocortisone cream.

Emergency contact numbers for all riders and Instructor can be found in the orange folder just inside the tack room door to the right.

RIDING INSTRUCTOR RESPONSIBILITIES: In the case of an emergency, the Riding Instructor will evaluate the incident, administer First Aid, direct everyone to safety and/or determine if EMS is needed. The Riding Instructor shall be responsible for calling 911 or designating a bystander to do so promptly if the circumstances require such actions. The Riding Instructor is also responsible for completing incident report forms and contacting the insurance company following an emergency.

FIRE EVACUATION PROCEDURE: In the case of a fire, the Riding Instructor will assist the rider in dismounting the horse (if mounted), escort the rider out of the arena to their parents/ guardians/caregivers. The Riding Instructor will direct everyone to a designated safe area. The designated safe area of Red River Ranch is located to the north of the driveway gates, away from all trees and structures. The Riding Instructor will move horse(s) to a safe location outside of the barn and then move him/herself to safety as well.

COMMUNICATION PLAN: The Riding Instructor will either call the appropriate emergency contacts or personnel during the time of an emergency his/her-self or designate a person during this time to call on his/her behalf. All emergency contacts are located in a bright orange folder just inside the door of the tack room to the right.

EMERGENCY PROCEDURES

A. FACILITY-RELATED EMERGENCIES

- 1. Electrocutation.** If an individual experiences electrical shock from the wire, rope, and/or white-tape electrical fencing on the property, the individual should be removed from the fencing immediately and evaluated by the riding instructor. The riding instructor should evaluate the individual for injury, increased heart rate or distress caused by the electrical shock. If further medical treatment is needed, the riding instructor will call the appropriate emergency medical services, ensure a parent/guardian is present and/or contacted, and then file a case report.
- 2. Injury due to farm equipment and supplies on site.** If an individual gets injured by any farm equipment, supplies or materials on site, the riding instructor will evaluate the individual. The cause of the injury should be identified in order to aid in treatment options. If the individual is injured, the riding instructor will administer First Aid and determine whether emergency medical services should be called. If further medical treatment is needed, the riding instructor will call the appropriate emergency medical services, ensure a parent/guardian is present and/or contacted, and then file a case report.

3. **Loss of power.** If the facility loses power and becomes difficult to navigate in the dark, the riding instructor will take control of the horse, assist in the rider dismounting (if mounted), escort the rider to his/her parent(s)/guardian(s), and escort everyone to the safety of their vehicles. The riding instructor shall always carry a cell phone and should use the flashlight built into the cell phone to help guide the way.
4. **Structure fire.** Riding instructor will instruct everyone vacate the barn/arena and will lead all people to the north-side of the driveway gates, away from structures and trees, as 911 is called. If possible, riding instructor will use fire extinguishers to stop the fire without putting self in danger, move horses to a safe location, and move all vehicles that may hinder fire personnel's access or that may be near to or in path of fire. Riding instructor will help ensure that no one re-enters the area that has been on fire until fire personnel give the okay.
5. **Uneven terrain.** In the case of excessive mud or ice, riding instructor will prohibit riders from leading/riding horses outside of the barn/arena. The riding instructor will take hold of the horse and lead the horse into the barn and/or arena as needed for the lesson. Should a rider become injured from slipping in the mud or on the ice, the riding instructor will first ensure the rider is safely out of the way of the horse and then evaluate the rider and provide First Aid. If further medical treatment is needed, the riding instructor will call the appropriate emergency medical services, ensure a parent/guardian is present and/or contacted, and then file a case report.

B. EMERGENCIES INHERENT TO THE HORSE

1. **Dangerous equine behavior.** If a horse exhibits dangerous behavior, such as kicking, biting, rearing, bolting, or bucking, the horse will be removed from the program for an evaluation. The Riding Instructor will use his/her expertise to determine when or if it is safe for the horse to return to the program.
2. **Loose horse on the property.** If a horse becomes loose in the vicinity of a lesson, the Riding Instructor will stop all riding activities until the loose horse is secured. If no one is available to secure the loose horse, the Riding Instructor will assist the rider in dismounting the lesson horse, tie the lesson horse in a secure manner with a slip knot, escort the rider to safety, and then catch the loose horse. The driveway gate will be closed until all horses are secured. Once the loose horse is secured, the lesson may resume.
3. **Rider fall.** If a rider falls off his/her horse during the lesson, the Riding Instructor shall secure the loose horse and promptly evaluate the rider for injury. If injury is suspected, the rider will not be moved. Emergency medical assistance will be obtained immediately, and First Aid administered on site by the Riding Instructor, who is certified by the American Heart Association for their Heartsaver CPR AED Program. If emergency personnel are required, a the Riding Instructor and/or a designated volunteer should call 911 and provide needed information then WALK to the street to wait for and direct emergency personnel to the scene.
4. **Injury to individual by the horse.** If an individual, whether rider, participant or guest, becomes injured by a horse, the injury shall be evaluated by the Riding Instructor and receive appropriate medical attention. An incident report form shall be completed by the Riding Instructor and the horse(s) will be evaluated for continued use in the program.

C. EMERGENCIES INHERENT TO HUMANS

1. **Sun stroke, hypothermia, and medical conditions.** If an individual presents with symptoms of a medical condition including but not limited to sun stroke, hypothermia, heart attack, panic attack, fainting, severe illness, etc. the riding instructor will evaluate the individual and provide First Aid. If further medical treatment is needed, the riding instructor will call the appropriate emergency medical services, ensure a parent/guardian is present and/or contacted, and then file a case report.

D. EMERGENCIES DEPENDENT ON ACTS OF NATURE

- 1. Wildfire.** If a wildfire is threatening the structures of the facility, riding instructor will ask everyone to vacate the property immediately. If evacuation is not possible, riding instructor will lead all people to the north-side of the driveway gates, away from structures and trees, as 911 is called.
- 2. Tornado.** Riding instructor will direct everyone to take shelter in the bathroom of the barn.
- 3. Severe weather.** If severe weather is determined to be close and a dismount is necessary, the Riding Instructor will assist with dismount and accompany the horse and rider to shelter. Everyone will move indoors or to a shelter that is grounded.
- 4. Snakes, wasps, bees, and other pests.** If an individual incurs a bite or sting, the riding instructor will evaluate the rider and provide First Aid. . If further medical treatment is needed, the riding instructor will call the appropriate emergency medical services, ensure a parent/guardian is present and/or contacted, and then file a case report. **If an allergic reaction is occurring (swelling, difficulty breathing, hives, etc), the riding instructor will call 911 immediately and follow the dispatcher's instructions. Benadryl and hydrocortisone cream are both available in the first aid kit.**