

**A NATIONAL ORGANISATION
FOR PROFESSIONAL RIDING
SCHOOL PROPRIETORS**

ABRS Standards



**ASSOCIATION OF BRITISH
RIDING SCHOOLS**

What is the ABRS?



The ABRS is a National Governing Body representing approximately 400 of the best riding schools in the country. Founded in 1954, it runs Britain's longest established Riding School Approval Scheme and is the only organisation solely representing professional riding school proprietors.

If you belong to the ABRS your clients can be satisfied that you offer the highest standards of teaching, that their health and safety are a priority and that your horses and ponies are given the best possible care.

WHY SHOULD I JOIN?

- The ABRS is an association run for Riding School Proprietors by Riding School Proprietors who understand issues faced by fellow Riding School Proprietors.
- As an ABRS member you will be listed on our website and in our literature as one of our Approved Centres and recognised for the quality of your service to every standard of rider.
- You will be eligible to run the Association's popular riding and stable management tests. ABRS tests are suitable for staff and clients, helping to motivate both to achieve a recognised standard. ABRS tests may only be taken at ABRS member schools.
- The Test system will allow your clients to work through the series of Stable Management and Equitation tests. It is an excellent way to keep the clients' interest and a good source of income for your school. Tests include A to E for the young, test 1 to 10, the lunge unit and Riding and Road Safety.
- You can take advantage of our communications network within the equestrian industry: the ABRS is represented on the British Equestrian Federation and has close ties with other key national equestrian bodies. We will also communicate your needs and concerns to local and national government.
- You could save money with the Association's recommended insurance broker and other initiatives.
- ABRS membership is a hallmark of quality. You will be able to use it to attract new riders, improving riders and those wishing to gain qualifications.
- Access to Honorary Advisors who will advise on a variety of issues including legal, H&S, Fire Risks & Prevention, Tax & VAT and Rating Issues. We also have a veterinary advisor and an expert witness.

WHAT WILL MY CLIENTS GAIN?

- The knowledge that the school they have chosen is on a list of approved centres.
- Excellent standards of training and tuition from appropriately qualified staff.
- Well-schooled horses and ponies suitable for various levels of riding.
- Excellent customer care.
- The opportunity to take a variety of practical based ABRS graded tests in stable management and equitation.
- The knowledge that the staff in an ABRS approved school have received first aid and safeguarding training and take the care of children and vulnerable adults seriously.

What we expect from you

CAR PARK

- The car park area should be clearly lit and the surface should be kept clean and free from hazards
- It is preferable for the car park to be away from the horse area.
- It is suggested that there are notices releasing the school from liability. E.g. "ABRS Establishment" takes no liability or responsibility for your car whilst parked within the "ABRS Establishment" premises and your own personal belongings within your vehicle.

OFFICE/RECEPTION

This area should be clearly signed to prevent public wandering into restricted or private areas.

- This area must be kept clean, tidy and organised.
- All visitors should report to this area before entering the rest of the establishment.

Notices should be clearly displayed in this area regarding the following:

1. Riding is a risk sport. Registration and assessment sheets should be filled out in an area where the risk sport sign is clearly visible.
2. Safeguarding policy displayed.
3. No smoking.
4. Correct standards of hats and back protectors which have been appropriately fitted, should be worn.
5. Current up to date certificates for licence and insurance
6. Emergency procedures e.g. fire and accident and emergency telephone numbers.
7. Notice of general fire precautions and location of fire extinguishers. Fire point.
8. A first aid box should be kept accessible.
9. Copy of Health and Safety Statement should be available for staff.
10. When an ABRS member, an ABRS Approved Certificate.

RECORDS

All records must be available for inspection during normal working hours

Records must include the following:

1. Registration / Waiver / Disclaimers
2. Incident book and accident report forms
3. Daily booking diary complete with - client names, horse's names and the instructors name clearly listed
4. Veterinary records
5. Shoeing records
6. Risk assessments – H&S statement / Fire / Yard / Hacks / Lifting / Washing / Electrical
7. Livery contracts with copies of Passports and Insurance
8. Portfolio for each horse

NOTICES AND SIGNS

THE FOLLOWING NOTICES MUST BE DISPLAYED IN A SITE THAT IS HIGHLY VISIBLE

1. Riding is a risk sport
2. Hats to current standards must be worn and securely fastened at all times when mounted
3. Current ABRS approval certificate
4. Current Local Authority Licence
5. Current Insurance Policy
6. Fire drill & Fire points
7. No Smoking
8. Safeguarding Policy
9. H&S Poster

HUMAN FIRST AID

A human first aid kit should be available and fully stocked in the yard.

- In large centres where working areas are a distance apart a second kit should be present.
- When trekking, trail riding or riding cross country a pocket kit should be taken by the escort. The establishment should know the route being taken and the estimated time return. A mobile phone/radio are to be carried by the ride leader as part of the first aid pack.
- **All Instructors must be trained in First Aid.** An appropriate number of trained persons for the size of centre to ensure one is always present. Certificates must be updated before expiry.
- Medications should not be administered or handed out to clients by any member of staff.

FIRE PROCEDURES

- All yards should have a fire drill policy and carry out a fire drill at least once annually
- Staff should be familiar with the procedure in the event of a fire.
- All yards should have a designated Fire Assembly Point.
- Firefighting appliances must be clearly visible and adequate for the size of the establishment.
- Firefighting appliances should be serviced on a regular basis.
- NB! It is recommended that for non-residential yards an emergency phone number for the proprietor is visible at the entrance.
- It is advisable to notify your local fire department of your location. They will be able to advise you on your fire procedure and fire risk assessment.
- The post code should be available for the emergency services

PUBLIC AREAS

- Toilets and changing areas should be kept clean and hygienic at all times. Toilets should have hot and cold running water at all times and signage stipulating that the hot water is "Hot"
- Showers, if available, should be in proper working order, clean and hygienic.
- Coffee areas and socialising areas should be kept clean and tidy. Provision must be made for the disposal of litter. Recycling bins, clearly labelled, should be available.
- Riding arena, indoor school, gallery must be clean and tidy.
- Noise should be kept to a minimum while horses are working. Mobile phones should be switched off or on silent.
- Dust kept to a minimum at all times. Seating should be kept in good repair.
- Children must not be left unsupervised by parents or minders.

SECURITY

All tack rooms should be secure

- It is recommended that all tack rooms are fitted with an alarm.
- Windows are not recommended and if present should be barred.
- Tack rooms should not be left open if unattended.
- Entrance gates should be securely locked at night.
- CCTV can be fitted, as can sensor lights. These can be useful in the car park area as well as close to tack room.
- Photographs of horses kept in their portfolio can help with identification if horses are stolen. Photos of tack and equipment are useful for identification if stolen.
- It is recommended to have tack security marked.
- Care should be taken with horses grazing close to public roads, field gates should be locked.
- All horses must have a passport and if born after 2009 must be microchipped.

HORSES AND PONIES

Every horse and pony on the premises whether belonging to the establishment, a livery or there for any other reason may at any time be checked by the Inspector.

- All horses and ponies used for riding school purposes must be a minimum of 4 years of age.
- All horses and ponies should have access to fresh water and adequate good quality food to maintain health and work load.
- Horses should be adequately housed.
- Horses should be fit for the work they are required to do.
- In the case of horses that are worked once or twice weekly care must be taken to ensure that they are not over fresh and are kept adequately exercised.
- Horses must be brushed off and have their hooves cleaned out before they are ridden.

SHOEING AND FOOT CARE

It is the responsibility of the centre to keep comprehensive records of farrier visits to ensure that foot care is properly maintained. Horses may remain unshod provided they are on a suitable surface and remain totally sound with their feet in good condition.

VETERINARY.

A full record of all treatments administered by the vet or the proprietor should be kept on the premises.

1. Veterinary first aid equipment should be kept in a suitable closed container clearly marked "Equine First Aid".
2. A locked veterinary cupboard should be provided for all other veterinary products.
3. Routine veterinary treatments should include:
 - Worming
 - Vaccinations
 - Dental care

All records should be up to date and available for inspection.

BIO SECURITY

The yard must have a Bio security policy which staff and livery owners are aware of and follow.

OUTDOOR ARENAS

- All fencing and gates must be in good repair.
- The fence must be free of projections that may interfere with rider or horses.
- Gates must be free swinging and kept closed when arena is in use.
- Surfaces must be free of weeds and stones and be kept level.
- Dust must be kept at a minimum for human health and horse welfare.
- Jumps and fences must be kept in good order and tidy when not in use.
- No machinery should be kept or left in the arena
- The practise of riding and lunging at the same time is not permitted, unless a specific risk assessment has been done.

INDOOR ARENAS

A minimum size of 40x20m is recommended.

- Walls or kicking boards must be minimum of 150cm high with a continuous smooth surface on the inside. No protrusions whatsoever are permitted.
- Dust should be kept to a minimum for human health and horse welfare.
- The rules of the school should be prominently displayed at all entrances and must be adhered to.
- Mirrors should be in good repair and have toughened or safety glass as should any other glassed areas in the arena
- Gallery should be clean and tidy. Seating should be kept in good repair.

STABLING

All horse housing should be hygienic, dry, & well ventilated. Stabling size should be suitable for size of animals to be housed.

- Construction should be sound and strong enough to withstand a kick or a horse getting cast.
- The internal finish should be smooth and free from projections.
- Fixtures and fittings should be in good condition & stables should be kept clean and well maintained.
- Doors should be wide enough to allow horse's free access without catching their hips or tack when entering or exiting.
- Door openings should be free from projections.
- Windows if fitted, must be at a high enough level to prevent injury to horse or alternatively must be barred. There must be adequate ventilation
- Floors should be in good repair. They should not be slippery or porous.
- All horses should have access to fresh water while housed.
- All lighting should be covered and well away from where horses can reach it. All wiring should comply with current electrical standards regarding stabling.
- Switches should be waterproof and outside the stable, well away from where the horse can reach.

TACK ROOM

- Should be insulated, dry, airy, and tidy.
- Each horse should have its own saddle and bridle, clearly labelled, on its own hook. Tack must fit the horse correctly.
- Numnahs and saddle cloths should be kept clean and be fitted properly under the saddles.
- All tack should be safe and in good condition. It should be cleaned regularly.
- A suitable area should be provided for storage, airing and drying of equipment.

FEED SHED

- All feed being used should be stored in vermin proof bins
- There should be an up to date feed list in the tack room.
- All feed buckets should be clean.

BEDDING AND FORAGE STORE

Ideally bedding and forage should be stored away from horses to minimise the risk of fire and health risks caused by dust.


- Bedding and forage should be stored in a dry environment and raised by pallets off the floor.
- Bale wrappings should be carefully and lawfully disposed of and not left to cause potential hazards to horses, staff and riders.
- Fire extinguishers/appliances should be situated close by.
- This area should not be accessible to the public, it should not be a play area for children

MUCK HEAP

- Manure/Waste Heap should be situated away from the public area
- It should be kept tidy.
- Any run off must be dealt with according to environmental regulation. See: www.gov.uk/government/organisations/department-for-environment-food-rural-affairs
- All manure loading ramps and manure pits should be inaccessible to public and horses.

GRAZING

- For grass kept horses there should be sufficient grazing available to maintain condition through the year. Additional feeding should be provided when needed and care should be taken in spring and summer with horses and ponies that are prone to getting fat.
- Poisonous plants. Special attention should be paid to ragwort as this is a noxious weed and controlled by legislation. Privet, box, leylandii, broom, laburnum, oak, beech, sycamore and yew are also toxic to horses
- On small paddocks it is advisable to regularly collect droppings to prevent souring of grazing and to reduce the worm burden.
- Water should be provided in a safe way and checked daily.
- It is not acceptable to have machinery or debris in areas where animals are grazing.
- It is recommended that horses at grass be checked at least once a day.
- Safe secure fencing is essential. You must fence to keep animals in as you are liable for any damage they may cause if they stray.
- Roadside gates should be padlocked.
- All fencing, no matter what type is used, should be kept in good repair at all times.
- Barbed wire is not recommended as fencing for horses.
- If using electric fencing it should be on permanent wooden posts or temporary plastic ones, and where members of the public have access there should be warning signs

A blue geometric graphic consisting of several overlapping triangles and trapezoids, creating a layered, abstract shape that tapers to the right.

We look forward to
welcoming you to the ABRS
family.