**Safe Work Method Statement**

**Form 007.2**

**Safe Work Method Statement (Part 1)**

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| **Job:** **DRESSING HORSES’ FEET** | **Document Reference: Saddling** |
| **Department: XXXX Racing Stables****Section:** **Work Area: STABLES** | **No:** |
| **Revision Date:****Manager’s / Trainer’s Approval:****Manager’s / Trainer’s Name:** |
| **Key Safety Plant / Equipment / (including P.P.E.)** | **Safety Checks / Hazardous Substances** |
| * Hoof cleaning gear, hoof pick, dressing
* Safe, even, non- slip tie up area
* Gloves, safety boots
* Head collar / lead / twine for tying
 | * Physical inspection of tie up area
* Use of appropriate equipment, check for raised nails.
 |
| **Codes of Practice Legislation: Applicable to Work? Y/N** **If Yes, state:** | **External Considerations**Weather  |
| **Person/s required to carry out work** | **Duties & Responsibilities** | **Qualifications / Experience / Training required to complete work** |
| Nominated person in stable | Care and maintenance of horses | Registered stablehand with horse handling competency and requisite training |

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| **SAFE WORK METHOD STATEMENT (PART 2)** | **Document Reference:** |
| **Job: DRESSING HORSES FEET** | **No:** |
| **Procedure (in steps)** | **Possible Hazards in Executing Procedure** | **Key Safety Controls & Associated Procedures** |
| Prepare appropriate equipment | Tripping / spillage | Gear safety inspection |
| Collect horse from stables | Strain / crush injury | Correct handling procedures |
| Lead horse to tie up area | As above | Lead at near shoulder hold lead just below clip |
| Tie up so assess to both side of horse is possible | Muscle damage / horse pulling back | Tie up with rubber ring / twine / non slip surface |
| Gloves on | Lacerations/ chemical contact | Apply appropriate PPE/gear |
| Pick up hoof | Horse taking fright / pulling back / impact from strike or kick | Ensure handler is aware of horse’s temperament – if necessary have assistant to hold horse |
| Pick out hoof | Sharp raised nails, strain, crush, | Safe stance of handler, cleaning away from body and hoof |
| Apply dressing | Allergies, chemical reactions  | Use gloves |
| Repeat for each hoof |  |  |
| Untie horse and return to stall | Horse pulling away | Lead horse correctly with bit in mouth |
| Return equipment to tack room |  | Seal containers and store correctly |