ALL SESSIONS INVOLVING A MECHANICAL HORSE MUST BE SUPERVISED BY A SUITABLY TRAINED INDIVIDUAL.

THE MECHANICAL HORSE MUST ONLY BE USED AND SERVICED ACCORDING TO THE MANUFACTURER’S RECOMMENDATIONS.

RDA GROUPS SHOULD NOT USE “RACING TYPE” MECHANICAL HORSES.

Groups are only insured to use the mechanical horse for RDA rider activities in RDA Group sessions. If using the Mechanical Horse outside of these activities, it is essential that alternative insurance cover is arranged.

GUIDANCE ON USAGE

1. The mechanical horse should be positioned in a clear uncluttered area, and installed according to the manufacturer’s recommendations.

2. Electrics should be installed by a qualified person and should be checked annually. Incorporating a safety device such as an RCD or similar detector is recommended.

3. The mechanical horse should have correctly fitting riding tack. The use of a handle attached to the saddle or a neck strap, as used by RDA, may be appropriate.

4. The mechanical horse should be checked and tested at the beginning of the RDA session before a rider is allowed to mount.

5. Normal RDA operational requirements apply including:
   - Risk Assessments to be undertaken (see guidance below),
   - Volunteer Training Records to be maintained
   - Group Instructor to hold an RDA Group Instructor Log Book,
   - All helpers to hold an RDA Volunteer Basic Training Record Card (Green Card),
   - Riders must wear RDA recommended riding clothing, footwear and riding hat
   - RDA Approved mounting procedures for riders
   - Riders activities must be planned and supervised by an RDA Instructor, however the Instructor may delegate to trained helpers.
   - Rider records should be kept

6. All sessions to be supervised by individuals who have received appropriate training in the use of the Mechanical Horse and this training should be recorded on the training record.

7. Groups should have a written operational procedure that should be displayed by the mechanical horse.
8. When not in use the mechanical horse must be immobilised by removing the key and disconnecting the electrical supply. It is recommended that the mechanical horse should then be covered with an appropriate covering.

---

**RISK ASSESSMENT FOR RDA INSTRUCTORS**

Risk assessment for every RDA Session in 5 easy steps

Only when the Instructor is satisfied may the session proceed

1. **Look for Hazards** – environs; riding area; waiting area & rider supervision; clothing & footwear (riders, helpers); horse/pony (age, soundness, suitability); tack (fit, suitability, condition); equipment (including mounting facilities and headwear), availability of first aid box, in procedures (e.g. for mounting/dismounting and emergency); appropriate information given (including rider & helper Application forms, and 'Green Cards').

2. **Decide who might be harmed and how** – rider, horse/pony, helper, spectators, self, others.

3. **Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done** – rearrange/alter/modify/remediate what is necessary to your satisfaction.

4. **Note your findings.**

5. **Review assessment and revise if necessary throughout the session.**
   Record session, with any comments relating to health & safety and notes of any amendments made, plan and modify for the next session.
Physiotherapy Guidelines for Good Practice in the use of a Mechanical Horse

ACPTR Physiotherapists using a mechanical horse should hold at least Part 2 of the Horse in Rehabilitation and have received recent training in the use of a mechanical horse.

A list of RDA centres using a mechanical horse can be obtained from RDA National Office.

Any Physiotherapist intending to use a mechanical horse for treatment is recommended to be a member of and to be insured by The Chartered Society of Physiotherapy and /or The Association of Chartered Physiotherapists in Therapeutic Riding.

Physiotherapists are advised that the use of a mechanical horse within an RDA session under the overall charge of a RDA Instructor is covered by RDA insurance.

RDA insurance does not apply if the mechanical horse is used for Hippotherapy and if the mechanical horse is hired by the Physiotherapist. Riders using a mechanical horse may be treated without a riding hat as long as the appropriate consent form is signed.
**Mechanical Horse Volunteers Training Record**

The following Helpers have been trained in the use of the Mechanical Horse and are capable of helping in the RDA Group named in this RDA Group Mechanical Horse Log Book and applying this training to the required level.

<table>
<thead>
<tr>
<th>Date Training Given</th>
<th>Name of RDA Helper</th>
<th>Name of Trainer</th>
<th>Position/Qualification of Trainer</th>
<th>Signature of trainer</th>
<th>Signature of RDA Helper</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>