

**EAST KENT PLOUGHING MATCH ASSOCIATION
ANNUAL PLOUGHING MATCH & SHOW**

West Court Farm, Shepherdswell, CT15 7PZ

by kind permission of JWeir & Sons and Ledger Farms Ltd

Wednesday 25 September 2019

Please find below the school booking form for this year's event.

Application forms should be received by 31 July 2019.

SCHOOL DETAILS

Contact Name.....

School Name

Address

Telephone.....

Email Address (essential).....

Number of children attending.....

Number of teaching staff attending

Mode of transport (size of bus or mini bus please)

Estimated time for arrival and departure

Please sign the health and safety policy which you should read and signed below to confirm this

Signed.....Print NameDate.....

Please email: Sarah Moir at ledgersj@hotmail.com and for any queries you can call 07802974838

EKPMA HEALTH & SAFETY POLICY

EMERGENCY NUMBERS: **Safety Officer 07850600321, Chair 07860 788053, Secretary 07802 974838**

- So far as is reasonably practicable, the East Kent Ploughing Match Association will do everything possible to ensure the safety of the public, competitors, exhibitors and members at the Match during preparation and dismantling.
- The Committee has appointed Safety Officers who have the Committee's full authority to maintain Health & Safety. All competitors, exhibitors and members will comply with their directions and decisions on these matters.
- Notwithstanding any specific rule hereafter, safety is the responsibility of all involved in the Ploughing Match in any way. Anyone noticing anything which might be detrimental to Health and Safety must take immediate action to allay the situation, and report it to the Safety Officers, the Chairman or Secretary.
- Any plant machinery or equipment used prior to, during or after the Match must be operated by a fully trained adult.
- No vehicle will be permitted on the showground unless authorised by a member of the Committee. In any area where members of the public are present care should be taken, especially when reversing.
- Any equipment supplied or lent for use by the organisers must comply fully with current legislation and standards relevant to its use, and be properly maintained, particularly regarding to guards, brakes, steering, tyres, horn and hydraulic pipes. No equipment should be used unless it is considered safe, maintained and compliant with legislation.
- Plant or machinery must only be operated or demonstrated after ensuring that adequate precautions are taken to protect the operator and bystanders. If any person encroaches into a danger area, operation should cease immediately. Unsafe operation will not be allowed, and may lead to eviction from the site and possible legal action by the enforcing authority.
- Static exhibits must be erected in a way that ensures that they present no risk to anyone during the event, or during erecting or dismantling. Plant or machinery relying on oil pressure in a ram or similar device to support it, must be physically propped to prevent collapse, and irrespective of the type of safety device fitted to hydraulic system.
- Each Trade Stand should ensure to have a Fire Extinguisher appropriate to their activities located for easy use on the day of the Match and one Trade Stand member should be designated as responsible for its use on the day.
- Ropes chains strops etc., used to tow trailers or vehicles on or off the site or car parks, should have been thoroughly inspected, be of adequate strength, and constructed for the purpose. They should be hitched below the axle of the towing tractor, which must be fitted with an approved safety cab.
- Machinery or vehicles left unattended must be immobilised to prevent interference by children.
- Animals, including livestock on display, are the responsibility of their owners and must be kept under strict control.
- All vehicle movements on the showground during the show should be kept to a minimum to maintain public safety, access and enjoyment of the show. All Trade Stand, exhibitors' vehicles and delivery vehicles must be removed from all access and alley ways on the showground by 9.00am. Any vehicle left in an inappropriate or unsafe place will be removed.