



**PROTOCOL**  
**Use of Training Facilities**

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### 1.0 Intent

This protocol details the requirements that must be adhered to for the use of thoroughbred racehorse training facilities provided by Perth Racing. Access to Perth Racing training facilities shall only be granted on the basis that individuals agree to comply with the requirements within this protocol.

### 2.0 Scope

This protocol applies to all persons who utilise the facilities provided by Perth Racing for the training and exercising of thoroughbred racehorses located at Ascot and Belmont Racecourses.

### 3.0 General Conditions of Use

- 3.1 Access to and use of the Perth Racing facilities for the purpose of track work activities must be within scheduled track work hours, or as otherwise authorised by the General Manager- Tracks.
- 3.2 All incidents, including injuries, near hits and property damage must be reported to the Track Work Supervisor.
- 3.3 Users of Perth Racing’s training facilities must wear a fluorescent reflective vest as an external garment. This applies from the time the person enters onto Perth Racing premises to the time they exit, including when mounted on a horse.
- 3.4 With the exception of licensed strappers, no person under the age of 18 years shall be allowed in the stalls area of Perth Racing premises. Minors may observe track work from the public areas of the race course and must be under the supervision of an adult (person over the age of 18 years) at all times.
- 3.5 Whilst stable cleaning services are provided by Perth Racing facilities, it is not permitted to empty horse manure from trucks and floats on to the ground in the car park.
- 3.6 Stable bays may not be individually reserved for use.
- 3.7 No person shall be permitted between the fences, or on the training tracks or courses, or to stand about the gates of the same while horses are being worked, except the owners and trainers of such horses, officials and employees of the Club, and any other person authorised by Committee and/or RWWA.
- 3.8 No person shall bring a dog unless it is a seeing eye or hearing dog onto Ascot and/or Belmont Park racecourses. Other dogs may be impounded.
- 3.9 All fees for use of Ascot and/or Belmont Park Racecourses must be paid prior to horses being worked.

### 4.0 General Code of Conduct

Facility Users must:

- 4.1 Refrain from any type of verbal and or physical abuse towards any other person whilst on Perth Racing premises. This includes discrimination, harassment, racist and offensive language and or behaviour.
- 4.2 Conduct themselves in manner that enhances rather than injures the reputation and good will of the thoroughbred racing industry.
- 4.3 Refrain from conducting any unlawful activity on Perth Racing property.
- 4.4 Not wilfully damage any Perth Racing property, or remove Perth Racing equipment from the premises without authorisation.

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- 4.5 Comply with direction from Perth Racing staff regarding operations and emergency response procedures.
- 4.6 Not enter restricted areas or accessing the property outside of official opening hours without express permission from the Track Work Supervisor.
- 4.7 Refrain from smoking outside of designated smoking areas.
- 4.8 Not bring under any circumstances alcohol or any illicit substances onto Perth Racing property with the intention of consuming, selling and or gifting
- 4.9 Breaches of the General Code of Conduct shall be managed in accordance with Clause 19 of this protocol.

**5.0 Trainers**

- 5.1 Trainers must have current registration with Racing and Wagering Western Australia (RWWA) at all times when performing duties related to their occupation on Perth Racing premises.
- 5.2 Trainers must ensure that Jockeys and Trackwork Riders employed by them to perform track work duties are physically and mentally fit for work, suitably qualified and have the relevant safety equipment.
- 5.3 No trainer or person in charge of a horse shall occupy any horse stall for a longer time than may be necessary for the purpose of stripping and saddling such horse before working, and of dressing and unsaddling after work.

**6.0 Horses**

- 6.1 No horse shall be brought onto Ascot and/or Belmont Park Racecourses unless it is under the charge of a trainer who holds a licence or permit issued by RWWA or a visiting trainer or authorised licensed person who holds a clearance from another Principal Club or Association.
- 6.2 All horses whilst on Perth Racing property must be led with a bit in the horse’s mouth.
- 6.3 Inhumane treatment or handling of horses will not be tolerated by Perth Racing. Any inhumane treatment will be reported to RWWA immediately.
- 6.4 Horses exercising in breaking-in saddles may only work on tracks restricted to slow work and are not permitted to use the training tracks before sunrise.
- 6.5 No “unmounted” horse may be led or exercised on the course proper (grass) or on any training track.
- 6.6 Walking exercise for horses on the lands of the Club is prohibited except in the areas provided for such purpose. Trotting and cantering in areas set aside for walking is forbidden, except where permission is otherwise given.
- 6.7 Horses suffering from any infectious diseases, or any complaint causing discharges from the nostrils, are not permitted on Perth Racing premises.

**7.0 Riders**

- 7.1 All Jockeys, Apprentice Jockeys, and Trackwork Riders must have current registration with Racing and Wagering Western Australia (RWWA) at all times when performing duties related to their occupation on Perth Racing premises.

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- 7.2 Every rider must, when mounted on a horse during darkness, have affixed to their skull cap a safety warning light or lights that is clearly visible from both the right and left hand sides.
- 7.3 No rider shall use any spurs on a racecourse or training track ground which are not approved by the Stewards. Roller or Rowel spurs will not be permitted. Shanks must be of a smooth metal and shall not be sharpened.
- 7.4 Riders are reminded that when entering the tracks they will be alerted to on-coming horses on the viscoride and big sand tracks by a buzzer sounding when the beam is activated at the finishing post. This does not negate the rider's responsibility to stop and look before entering the tracks. Any instruction from Perth Racing Trackwork Staff must be obeyed.

**8.0 Other Facility User Personnel**

- 8.1 Owners must be accompanied at all times by the representative Trainer whilst in the stable area and attending track work sessions. Owners are only permitted to be unescorted when in the designated trainers viewing area. Owners and associated visitors must wear a reflective high visibility vest.
- 8.2 Stable Hands (Strappers) must have current registration with Racing and Wagering Western Australia (RWVA) at all times when performing duties related to their occupation on Perth Racing premises.

**9.0 General Trackwork**

- 9.1 Each track surface will be inspected by Perth Racing before use to confirm the surface is free of hazards and safe for use.
- 9.2 Riders must comply with the specific rules applicable for riding on each of the track surfaces. These rules are clearly signposted in the stable areas and all riders shall make themselves aware of the rules before entering the track.
- 9.3 All horses shall be ridden anti-clockwise around all track surfaces. Special permission must be obtained from the General Manager-Tracks to work horses clockwise on any track.
- 9.4 Upon reaching the desired track surface, entering riders must proceed directly to the inside of the track.
- 9.5 Horses wearing breaking and stock saddles must only be exercised daylight.
- 9.6 Grass tracks shall be used only for the purpose of fast work. Riders working horses on grass tracks must keep to the areas marked off for work and will be required to conform to the directions of the Track Supervisor.
- 9.7 When one horse is being passed by another, the horse overtaking shall pass on the outside, and the horse being passed must stay to the inside.

**10.0 Ascot Trackwork**

- 10.1 Riders must enter for trackwork at the 1600 metre entry gate only. Entering riders must pass over track crossings quickly, must give way to horses working through, and must act in accordance with the directions of the Track Supervisor.
- 10.2 The inside (centre) jog track must be used for trotting work only.
- 10.3 The Small Sand track may be used for pace work outside up to ½ pace.

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- 10.4 The Big Sand track may be used for fast work outside, and pace work on the inside. No trotting is permitted on this track. Horses must not be more than 4 abreast.
- 10.5 The Pro-ride track may be used for fast work outside, and pace work inside. No trotting is permitted on this track. All riders must stride off at the 800 metre Viscoride doing pace work immediately. Horses must not be more than 3 abreast.
- 10.6 All riders must exit from trackwork via the 1600 metre crossing.

**11.0 Belmont Trackwork**

- 11.1 Riders must enter and exit for/from trackwork at the 1625 metre crossing.
- 11.2 The inside grass track may be used for fast work the outside, and ¾ pace on the inside. No trotting is permitted on this track.

**12.0 Horse/Rider Falls**

- 12.1 In the event of a riderless horse or a fallen rider on the track the emergency siren located in the main tower will be activated by the Track Supervisor or First Aid Officer. It will be sounded three times. The yellow emergency beacons located on top of the trackwork tower and one on top of the main field board will be activated at the same time.
- 12.2 Riders must immediately prepare to bring their mounts down to a walk when the emergency siren is activated. Riders already on the track may remain on the track but only and a walking pace. While the siren and lights are activated, no horses, under any circumstances, are to enter any of the training tracks.
- 12.3 Once the fallen rider and/or riderless horse are located the First Aid Officer on the ground will be notified by two way radio. An all-terrain vehicle equipped with first aid equipment will be used by the First Aid Officer to promptly reach and assess the condition of the fallen rider.
- 12.4 In the event a person requires urgent medical attention, St John Ambulance will be contacted by telephoning 000.
- 12.5 After the initial assessment has been completed and the First Aid Officers deems that the rider does not require urgent medical attention the rider will be taken back to the stall area and/or first aid post on the vehicle. Should the Perth Racing ambulance be required, it will use the Viscoride track to reach the rider. All the tracks will be closed and cleared while the ambulance attends to the fallen rider.
- 12.6 All riders who fall from a horse must be assessed by a Perth Racing First Aid Officer before being permitted to remount. The First Aid Officer may declare that the person may not remount if they are assessed as not being medically fit to do so.
- 12.7 If a person is assessed as not medically fit to remount they must provide a Doctor's certificate stating they are fit to return to duties before they are permitted to recommence trackwork activities.

**13.0 Track Closure**

- 13.1 The Track Work Supervisor may close the track at any time should they deem continued use of the track unsafe due to a rider fall, horse injury, reduced visibility caused by fog, heavy rain, poor light, or for any other reason.
- 13.2 Closure of the track will be signalled by sounding of the emergency siren for 30 seconds. The Track Work Supervisor shall provide an update to Facility Users every 5 minutes during track closure, as to whether the track shall remain closed or if it is safe to be re-opened for use.

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- 13.3 During track closure, all riders and other personnel must abide by the instructions of the Track Supervisor and First Aid Officers and not hinder the movement of any emergency vehicles.
- 13.4 During track closure the Perth Racing horse pool facility will remain open. If it is deemed safe by the Trackwork Supervisor, the Little Sandown training facility may remain open.
- 13.5 If it is deemed safe by the Track Work Supervisor, the track may remain open during reduced visibility, through the use of alternate vantage points, including viewing platforms placed at suitable positions around the track. Use of these vantage points shall be assisted with two way radio operations and shall only endure whilst the main tower cannot be used as the primary viewing area.
- 13.6 In the event of an electrical storm the Track Work Supervisor shall immediately close the track. The track shall remain closed until the electrical storm has passed and there is no threat of lightning strikes hitting people, horses or property
- 13.7 Once it is deemed to be safe to resume track work the emergency siren will be sounded once, briefly, to signal that the tracks are now safe and track work can recommence.

**14.0 Rail Damage**

- 14.1 If, during trackwork, the rail is knocked down or slightly damaged (e.g. the rail has separated and only requires being lifted upright and/or re-joined) the rail will be fixed immediately by the Trackwork Supervisor or other Perth Racing personnel while track work is in progress.
- 14.2 If the rail is severely damaged (e.g. a whole section of rail collapses and/or a series of upright supports are knocked down) then, in the interests of safety to both riders and horses, the tracks will be closed. Track Closure will be managed as per 12.0 of this protocol.

**15.0 Practice Barrier Gates**

- 15.1 A set of practice barrier gates are located at Ascot for the education of horses.
- 15.2 The use of the practice gates will be at the discretion of the Trackwork Supervisor and by arrangement. Starting gates must only be used at times as arranged with the Trackwork Supervisor.
- 15.3 The Trainer, or their authorised representative, of the horse receiving training in the practice barrier gates must be present at all times during the period when they are used.
- 15.4 The practice gates will be used primarily for the education of horses in the barrier.
- 15.5 Trainers are advised they are to provide their own staff to load horses into the gates. Perth Racing staff are not permitted to provide assistance with practice barrier gate training.
- 15.6 When using the practice barrier gates all horses are expected to jump out and continue to canter away from the gates, not working beyond the designated jump-out chute.

**16.0 Ascot Horse Pool**

- 16.1 Persons using the Horse Pool facility shall comply with instructions given by the Horse Pool Attendant and any sign posted rules of use.
- 16.2 Trainers must ensure that all horses using the Horse Pool facility are under the care and control of a suitably qualified and licensed stable employee who has knowledge of and training in swimming horses.

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- 16.3 Perth Racing reserves the right to restrict the use of the pool to individuals who jeopardise their own and the safety of others.
- 16.4 For first time swimmers, trainers are responsible for providing additional staff to assist with the process. Perth Racing staff shall not handle horses at the Horse Swimming Pool

**17.0 Little Sandown**

- 17.1 The Little Sandown training track and round yard shall only be used in daylight hours.
- 17.2 Little Sandown is closed for use between 11.00 am and 13:00 pm daily to perform maintenance on the facility.
- 17.3 Only RWWA licensed persons are permitted to use the facility.
- 17.4 All persons using this facility must comply with the Perth Racing general conditions of use as per 3.0 this protocol.
- 17.5 All riders using this facility must comply with the requirements of 5.0 of this protocol.

**18.0 Use and Disposal of Medical Sharps**

- 18.1 Horses are not permitted to be treated on-course prior to racing, trialling or track working, as per RWWA Official Thoroughbred Policy 32 Pre-Race, Pre-Trial and Pre-Trackwork Treatments, and Perth Racing and RWWA do not condone any form of needle administration to horses on Perth Racing premises after any trackwork, trial or race.
- 18.2 Should the need arise to administer treatment to a horse via a syringe, the on call (for Trackwork) or rostered (for trials and race days) Veterinarian should be contacted to provide treatment administration.
- 18.3 Perth Racing has erected yellow biohazard bins at Ascot Racecourse and Belmont Racecourse in the horse stall areas for the safe disposal of any medical sharps. These bins have been put in place for employee and public safety. *PR-OSH-SWP-001 Safe Handling and Disposal of Sharps* (Appendix 1) communicates the step by step process for disposing of sharps and how to respond to a sharps injury.
- 18.4 Any unauthorised use of needles will be reported to the RWWA Stewards.

**19.0 Duties of Perth Racing Staff**

**19.1 Trackwork Supervisor**

- a) Perth Racing will employ a Trackwork Supervisor to be present at each Ascot Trackwork meeting, who has the experience and competence to supervise, control and monitor trackwork and training activities in accordance with Perth Racing’s Facility Users Policy and this protocol.
- b) The Trackwork Supervisor may be required to provide direction to Facility Users to ensure safety and order is maintained for the benefit of all users.
- c) Facility Users are expected to follow the reasonable direction of the Track Supervisor while on Perth Racing property and failure to do so may result in disciplinary action as per 16.0 of this protocol.

**19.2 Track Marshall**

- a) Perth Racing will employ a Track Marshall to be present at each Ascot Trackwork meeting, whose function is to ensure the safety of Facility Users and to confirm that OSH systems and this protocol are being implemented and followed.



- b) The Track Marshall is responsible for controlling movement of riders and horses on and off the tracks, monitoring and directing users in relation to Perth Racing rules and safe practices, and assisting in emergency situations as required.
- c) The Track Marshall shall report any issues of non-compliance to the Trackwork Supervisor.

**19.3 First Aid Officer**

- a) Perth Racing will employ two First Aid Officers to be present at each Ascot and Belmont Trackwork meeting, whose function is to provide first response treatment to Facility Users who sustain injury or become unwell whilst using Perth Racing training facilities.
- b) First Aid Officers are also responsible for observing trackwork from the track tower, operating track warning siren and lighting in the event of a fallen rider, closure of track, and reopening of track, tallying of horses, and assisting the Trackwork Supervisor where directed.
- c) The First Aid Officer shall report any issues of non-compliance to the Trackwork Supervisor.

**19.4 Horse Pool Attendant**

- a) Perth Racing will employ a Horse Pool Attendant to be present at each opening of the Ascot Horse Pool Facility to provide maintenance to the facility and monitor user compliance with conditions of use for the facility.
- b) The Horse Pool Attendant shall report any issues of non-compliance to the Trackwork Supervisor.


**19.5 Handling Horses**

- a) Perth Racing employees are not to hold, lead, saddle or attend to horses, or assist with training and exercising of horses.
- b) The Trackwork Supervisor may only attend to horses in the event of an emergency when required to do so for the safety of users of the facility and the wellbeing of the horse.

**20.0 Non-Compliance**

- 20.1 An incident report will be completed by the Trackwork Supervisor where non-compliance of this protocol is demonstrated, and a copy of the report will be forwarded to the relevant industry association and the RWWA Stewards.
- 20.2 Minor issues will be addressed as and when they occur by the Perth Racing Trackwork Supervisor. Should users of The Facility not abide by the reasonable directive of the Perth Racing Trackwork Supervisor then the matter will be escalated to the General Manager – Tracks and/or CEO who will address the issue.
- 20.3 Issues be of a more serious nature, including but not limited to abuse or inappropriate conduct towards Perth Racing staff, actions that detract from the safety of The Facility, actions that lead to damage to Perth Racing property, or wilful and/or regular breeches of this protocol occur, then the user will be called before General Manager – Tracks and/or CEO and members of the Perth Racing Committee to show cause why they should not face serious sanctions for their behaviour. Perth Racing will refer the matter to RWWA Stewards for further action where the Rules of Racing have been contravened.
- 20.4 Subsequent non-compliances may result in sanctions decided upon by the CEO and the Perth Racing Committee. Sanctions may include suspension from using The Facility for

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various lengths of time up to and including indefinite suspensions at the sole discretion of Perth Racing. These sanctions may be in addition to any penalty imposed by RWWA Stewards.

## 21.0 Perth Racing Liability

21.1 Notwithstanding that it or he may have acted negligently or in breach of any contract, or in breach of any statutory duty neither the Club nor the Chairman nor any member of the Committee nor any officer, agent, independent contractor or employee of the Club shall be under any liability to any person for any loss, damage injury (including death) of or to any horses or person while on any premises of the Club (including property vested in the Chairman under the Act) or while on any approach thereto or while using any facility provided by the Club or while in the custody or control or under the direction of any officer, agent, independent contractor or employee of the Club acting in the course of his duty as such officer, agent, independent contractor or employee.

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## Appendix 1- PR-OSH-SWP-001 Safe Handling and Disposal of Sharps

	Safe Handling & Disposal of Sharps	OSH Management System SWP
		PR-OSH-SWP-001

### 1.0 Scope

This Safe Work Practice (SWP) applies to all Perth Racing operating sites, and is applicable to all Perth Racing employees, contract personnel, facility users and visitors.

### 2.0 Purpose

The purpose of this SWP is to communicate the process to be followed for the safe handling and disposal of medical sharps at Perth Racing premises.

### 3.0 Equipment Required

- Sharps bio-hazard disposal container (yellow bin)



### 4.0 PPE Required

- Gloves (Latex, vinyl)

### 5.0 Known Hazards

- Needle stick injury
- Exposure to infectious disease

### 6.0 Step by Step Instructions

#### 6.1 Safe Handling & Disposal

Step 1- Put on disposal latex or vinyl gloves, available next to each sharps bio-hazard disposal container.

Step 2 - Carefully pick up the syringe with your fingers in middle of the syringe barrel, and keep the needle end facing away from you at all times. (Do not attempt to recap syringe or use any form of grabbing implement to pick up syringes, as this increases the risk of injury through uncontrolled flicking of the syringe).

Step 3 - Place the syringe in the sharps bio-hazard disposal container sharp end first.

Step 4 – Remove the disposable gloves slowly, so that any contaminated fluid on the gloves does not come into contact with your hand, and dispose of gloves in the bin below the sharps bio-hazard disposal container.

Step 5- Wash your hands with running water and soap.

#### 6.2 Needle Stick Injury

In the event that you sustain a needle stick injury, follow the below steps.

Step 1 – Stay calm, and encourage the wound to bleed (gently squeeze).

Step 2 – As soon as possible wash the area with running water and soap.

Step 3 – Notify a Perth Racing First Aid Officer, who will apply antiseptic and a band-aid to the puncture site.

Step 4 – Make an appointment to see your doctor immediately.

Step 5 – Report the incident to Perth Racing as soon as possible.

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