



National Association of Re-enactment Societies

## Guidance notes - Cavalry

### Society Responsibilities

The Society is responsible for all re-enactors taking part in an event in which the Society is the co-ordinating body. They are treated under current legislation as unpaid employees or voluntary workers. At such an event this means that the Society is responsible for all personnel acting on its behalf within the notified specified boundaries of the event, whether on the field, or elsewhere. This has repercussions on insurance, accreditation and safety procedures, in that all the re-enactors taking part must be placed under Society control and must adhere to these safety and accreditation procedures.

### Commanders Responsibilities

Regimental Commanding Officers/Unit Commanders are responsible for the health and safety, training, discipline, drill and conduct of all members of their unit. In accrediting a member of their unit they are certifying that the person has reached the standards laid out below and has read and understands this safety code. The Accreditation of Brigade Commanders and Commanding Officers/Unit Commanders is made by the Safety Officer or other appropriate Officer of the Societies ruling Committee.

### Chain of Command

The chain of command in both armies cascades down from the Brigade Commanders through their staffs, to the Unit Commanders. Thence the Unit Commander makes his own arrangements for internal command and control. If a disciplinary offence occurs then in the first instance this must be dealt with by the Unit Commander, then by the Brigade Commander if appropriate. Regardless, if a matter of safety is involved then the Brigade Commanders, the Cavalry Co-ordinator/Master of Horse or the Society Safety Officer may intervene directly by ordering the person causing the offence off the field, to be dealt with later by the normal disciplinary procedures. All riders, except Brigade Commanders must be a member of a properly constituted and recognised unit. Brigade Staffs are considered to be a unit under the command of the Brigade Commander for this purpose.

## Accreditations

It is very important not just for Command and Control purposes but also for safety reasons that proper training and accreditation is carried out. Accreditation of riders is in the first instance the responsibility of Commanders of Units. Riders must have achieved the minimum standards laid out below. The Cavalry Coordinator/Master of Horse is responsible for maintaining the accreditation records for all Cavalry and Mounted Units, and is responsible for the accreditation of mounted units attending an event. Any rider observed not to be safe on the field would in the first instance be dealt with by the chain of command and thereafter if necessary by the disciplinary procedures (see above). The accreditation record is to be updated annually and thereafter amended as and when new members are recruited. The format for the annual return is attached.

## Riding Standards

The riding standard is a level which every rider should achieve, and should be maintained through training. It is not a test but can be used as such where necessary. Commanding Officers/Unit Commanders are to keep a record of training, including that undertaken at events. The standard test is in two parts:

Part One - This part is applicable to all members of a unit and the member shall:

- a. Produce their membership card, and demonstrate that he/she is fully aware of the responsibilities placed upon him/her by this Handbook vis a vis fellow members and the public.
- b. Parade for Uniform and Kit Inspection by his/her Commanding Officer and demonstrate that it is up to the standard required by the Unit, and the Society.
- c. Demonstrate a thorough knowledge and understanding of the drill he/she will be required to perform and an understanding of the orders they may hear given in the language applicable to the Unit.
- d. Understand the Campsite safety procedures.

Part Two - Riders are to be able to:

- a. Walk, sitting trot, canter, gallop, with and without stirrups.
- b. Ride uphill and downhill.
- c. Ride safely with main and as appropriate, secondary weapon.
- d. Fit tack and adjust.

- e. Prepare horse/daily horse welfare.
- f. Rugging and feeding/watering.
- g. Tether and secure.
- h. Ride in formation/understanding of commands

### **Weapon Safety Drills**

If a horse becomes uncontrollable then the rider must ensure that his weapons are in a position so that they cannot cause injury to himself, the horse another re-enactor or the public. If this means dropping a weapon then it should be dropped flat - a weapon should never be thrown as it may bounce and cause injury. Thereafter the horse must be brought under control as quickly as possible and away from the public. An effective way is to ride in circles until the horse gets tired. Carbines must be clipped to the appropriate shoulder strap. Commanding Officers/Unit Commanders must ensure that all safety equipment, such as saddlery and tack is of a good standard and is well maintained. The Society will not be liable for any claim where a failure of such equipment through negligence, unsatisfactory construction or the use of unsuitable materials is to blame for injury.

### **Weapon Safety**

All edged weapons used must be maintained in a clean and safe condition. Points and edges should be blunted and burrs removed. Commanding Officers are to inspect weapons before any event or re-enactment. Edged weapons must be secured in a sheath or scabbard suitable for the weapon in question. Swords and Sabres may only be drawn on the command of an Officer or NCO. No member of a unit may become involved in a melee unless they have been granted a Combat Safety Accreditation. All riders using firearms must pass the Infantry Musket and Rifle Accreditation Tests.

### **Cavalry/Infantry**

All riders must be aware of the safety distance of musket and must not attack a unit which is loaded. Hand to hand combat is not permitted except with the prior agreement of the units involved. Pre planned scenarios are permitted and are encouraged. Infantry units should also be encouraged to familiarise themselves with the horses as confidence on the field will minimise the risk of injuries sustained from horses. They should be encouraged to visit the horse lines and be shown the various methods of dealing with horses by members of the Cavalry Units.

### **Cavalry/Artillery**

All riders must acquaint themselves with the system that shows whether a gun is loaded, suffering a hangfire etc., and be aware of the safety

distances of cannon. In particular they must be careful when attacking a gun team to ensure that the gun is safe.

### **Emergency Action Drills**

When an accident occurs not of a minor nature e.g. horse down with broken leg or rider down with crushed ribs, then the Commander of the unit involved, which may be an Officer or NCO will designate personnel to dismount and assist, and a person to alert the emergency services. The Commander will arrange for loose horses to be caught and riderless horses to be led away. Personnel are not to congregate around the injured rider/horse. Other units are to avoid the area and not get involved with the accident procedure. Accidents and incidents are to be reported to the Society Safety Officer.

### **Veterinary Cover & Screens, Regimental First Aid Kits**

Local on-call veterinary cover must be arranged for every event regardless of the number of horses there. The Society should provide screens, to be used in case of serious injury or death, which will be carried in the powder trailer. Each Regiment is to provide and bring an equine first aid kit.

### **Public Safety**

Whilst it is obvious that public safety at events must be a paramount concern, riders must remember that they have an enormous potential for causing injury. Horses must never be ridden at a fast pace at the crowd and only at the walk when moving through the crowd. Always observe the barriers and if faced by an obstacle or defile with the public present do not cross if there is likely to be a risk.

### **Horse Security**

Whilst in the charge of the rider, that rider is responsible for the security of the horse. This is especially important during rest breaks and when horses are tethered in unit lines. It is recommended that unit arrangements are made for security using the normal chain of command.

### **Contractors/Owner Riders**

Contractors and owner riders are responsible for the safety and well being of their own horses. This includes security, which must be carried out in consultation with the organisers/sponsors. Contractors should also be subject to a formal contract and a suggested format is shown at appendix A below.

### **Horse Welfare**

Riders are responsible for the horse they are riding. They must be heedful of any problems that become apparent, such as lameness, and if necessary

return the horse to the grooms for treatment. Riders must never put the horse in danger.

### **Manure clearance/cleanliness**

When horses are paddocked for longer than a few hours the paddock is spoiled by dung. Regiments must clear this dung twice daily, in the early morning and evening. The dung should either be placed in receptacles if these are provided by the sponsor, or scattered along hedge lines, etc.

### **Risk Assessments**

A standard format for risk assessments for cavalry events should be used, as shown at appendix B, below.

*NAReS guidance notes are based on what is believed to be current good practice. They are not intended to be exhaustive in their content and are open to revision.*

*These notes are intended for guidance only and should not be construed as being mandatory, or applying to all circumstances which may arise. They are designed to work in conjunction with any member groups' own rules, regulations or recommendations.*

*NAReS cannot be held responsible for the actions of other official bodies, or for the imposition or effect of any legislation/regulation of which it was unaware at the date of issue of this guidance note.*

APPENDIX A

CONTRACT OF HORSE HIRE

This contract is between: \_\_\_\_\_ Known as the Contractor.

And: \_\_\_\_\_ Known as the Hirer.

The Contractor will supply: \_\_\_\_\_ Number of horses for the purpose of re-enactment.

On the: \_\_\_\_\_ to \_\_\_\_\_ inclusive.

The Event name and venue being:

**GOVERNING LAW**

The parties to a contract have the right to decide which legal system should apply to that contract. It is the intention that this contract shall be construed according to English Law. All articles and words that flow from it shall also be so construed.

<p><b>TERMS AND CONDITIONS OF HIRE</b></p> <p><b>PAYMENT</b></p> <p>The Hirer, promises to pay the Contractor the sum of</p> <p>£ _____ inclusive of Value</p> <p>Added</p> <p>Tax, upon the satisfactory completion of the</p>	<p>3. Horses to be used in displays, that can be safely</p> <p>ridden by the Hirer's members in the presence of</p> <p>members of the public and the Hirer's members,</p> <p>that are of a calm disposition, with no vices which</p> <p>would preclude close contact with the Hirer's</p>
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<p>following terms and conditions of the hire of horse.</p> <p><b>FORM OF PAYMENT</b></p> <p>Unless otherwise arranged with the Contractor, the Hirer will make payment in full within a period, no longer than one calendar month from receipt of a dated invoice from the Contractor fully detailing all services and charges incurred thereof.</p> <p><b>FIT FOR PURPOSE</b></p> <p>The Contractor undertakes to supply the said number of horses at the said venue. The horses will be fit for purpose of re-enactment as listed below. Namely</p> <p>clause:</p> <p>of the said list.</p> <p><b>LIST OF DEFINITIONS RELATING TO THE TERM: FIT FOR PURPOSE</b></p> <p>1. Horses to be used in a Living History environment.</p> <p>that are not to be ridden. Are of a calm disposition, with no vices which would preclude close contact and handling by the Hirer's members and members of the public.</p> <p>2. Horses to be used in a Living History environment, that can be safely ridden by the Hirer's members, that are of a calm disposition with no vices which would preclude close contact and handling by the Hirer's members.</p>	<p>members.</p> <p>4. Horses to be used in displays that include the use of the discharge of firearms and loud bangs and to fulfil the same criteria found in clause 3.</p> <p>5. Horses to be used in full battle re-enactment, which include the discharge of firearms and loud bangs. That can be safely ridden by the Hirer's members, without any undue risk.</p> <p>6. Horses which will close to contact with infantry.</p> <p>7. Horses that are use to the accoutrements of the period for which they are being hired.</p> <p>In all circumstances, the animals supplied will be expected to be sound in sight, wind and limb and physically fit and in condition to undertake without strain the ordinary work which it may be required of when in a re-enactment environment taking into account the above clauses.</p> <p><b>HORSES SUPPLIED NOT FULFILLING THE CRITERIA OF FIT FOR PURPOSE</b></p> <p>Where mounts are supplied that do not comply with the requirements of this contract within its understanding of fit for purpose, the Contractor will be required to replace the said mount or mounts, so there is no detriment to the completion of the contract. Where this cannot be achieved, a pro rata adjustment will be made to the said fee, along with a percentage adjustment to the mileage and groom part of the equation which went to make up the original fee.</p>
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<p><b>NAMED HORSES SUPPLIED</b></p> <p>In most circumstances, the horse supplied is at the discretion of the Contractor so that he can fulfil the criteria of the Hirer at the event. However, where it has been arranged between the Contractor and the Hirer that certain 'named' horses will be supplied, it is expected that the Contractor will fulfil the requirement. If a 'named' horse becomes unavailable through injury, illness or infirmity the contractor will notify the Hirer immediately in order to agree a suitable alternative.</p> <p><b>INSURANCE</b></p> <p>(a) Whilst under the care, custody and control of an agent, servant or employee of the Hirer then the Hirer's public liability insurance will cover the animals supplied.</p> <p>(b) Whilst under the care, custody and control of an agent, servant or employee of the Contractor then the Contractor's public liability insurance will cover the animals supplied.</p> <p>(c) The transportation to and from the venue is the responsibility of the Contractor, and the Hirer will take no responsibility with regard to any incident howsoever caused during these times.</p> <p><b>VETERINARY AND FARRIERY COVER</b></p> <p>The Contractor undertakes to arrange both Veterinary and Farriery cover for the duration of the event.</p>	<p><b>TURNOUT</b></p> <p>The animals supplied by the Contractor, upon disembarkation, or soon after and for the duration of the event, will be produced and groomed to a standard that does not cast aspersions on the horse husbandry of the Contractor or Hirer. Whilst it will be expected by the Hirer that the Contractor will supply Grooms for this purpose, the Contractor can expect that the general sweat and grime of a days riding will be dealt with by the Hirer, overseen by the Contractor.</p> <p><b>CANCELLATION OR CHANGES TO THE ESSENCE OF THE CONTRACT</b></p> <p>In all normal circumstances if the Contractor cannot supply the said number of horses, to the type stated elsewhere, on the dates stated, the Contractor must give notice of this in writing one month before the event so that attempts can be made to arrange an alternative Contractor.</p> <p><b>DATA PROTECTION</b></p> <p>Both parties must be aware that the information written within this contract may be stored in a computer retrieval system to assist the easier administration of this contract.</p> <p>Signed, for and on behalf of the Contractor:</p>
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**INJURY**

The Hirer disclaims all responsibility for damage caused to the animals for the duration of the event howsoever caused.

**HORSE ACCOMMODATION**

The Hirer undertakes to provide the Contractor with suitable stock proof paddocks, with access to fresh water and fodder for the duration of the event. In circumstances where there is an expedience, this may be extended for a period before and after the event after discussion between the Contractor and Hirer.

Whilst the Hirer will do their utmost to make sure that the accommodation supplied is safe, it is the responsibility of the Contractor to assess the said accommodation for its efficiency as the Hirer takes no responsibility for injury or illness caused to the animals, directly or indirectly whilst at rest before and after the performances, or for any animal or animals held in the paddock during the performance, on any day, whilst at the event.

When the horses are not being used by the Hirer the safety, care and supervision of the horses shall be the responsibility of the Contractor. The Contractor will be responsible for the maintenance and cleanliness of the area(s) used as a paddock at all times during the period of hire and will ensure that said areas are left in a clean and tidy state before leaving the site.

Dated:

Signed, for and on behalf of the Hirer:

Dated:

## APPENDIX B

### CAVALRY RISK ASSESSMENT

Perceived Risk	Action	Likelihood/Consequence	Responsibility
Public Areas - injuries to public	Nil	N/A	Sponsor/Organiser
Injury to public from weapons if riders loose control	Crowd barriers to be erected 8 feet apart. Designated persons only allowed between ropes. Adequate marshals to be present. All riders to be aware of risks/rules. Anyone breaking rules to be removed from field	Low - could result in minor injury	Sponsor to arrange ropes & marshals
Injury to public from horse if rider falls or loses control	All riders to be properly trained and tested in accordance with Society safety rules. Barriers and marshals as above.	Low - could result in injury to individual	As above. Training responsibility of Society
Injury to riders or public from loose horse	Grooms and ancillary ground crew to be position at strategic points to catch and collect horses if riders fall.	Very low - possibility of crush injuries to individuals or small groups	Society
Minor incidents on field to riders and horses	Qualified first aiders to be available for rider injuries. Grooms to deal with equestrian injuries.	Medium - could result in a serious injury if not recognised.	Sponsor/Society
First Aiders/Grooms unable to gain access to field because of size of crowd	Collection ring to be included in the design of the arena. Access limited to authorised personnel only.	High - could result in delayed response to injury.	Sponsor

Major incident on field	Immediate emergency action drill to be initiated (see safety code). Emergency services called.	Low	Sponsor
Riders becoming dehydrated	Water carriers to operate from collecting area	Low	Society
Inappropriate weapons on field	All riders tested as per Society instructions. Unit commanders to check weapons	Medium - could result in injuries from sharp points/edges and burrs	Society
Incident due to over intrusive press	Riders warned not to give impromptu combat demonstrations. These to be done under Regimental arrangements	Medium	Society