

High Adventure Generic Risk Assessment Cycling

**Last Review of this risk assessment: 13/06/2019**

Minimum Leader qualification:	MIAS level 1, British Cycling L1ACC, MIAS Road Leader Module, In house training and assessment or an appropriate level of experience.
Max group size with Leader:	12

**All Instructors should be making dynamic risk assessments on the day taking into account the weather conditions, the group's ability & any other factors that may change.**

**Essential equipment**

**Personal:** Suitable clothing for the temperature.

**Group:** Bike, small rucksack, helmet, Hi-Vis top, appropriate clothing and spares, optional gloves, food, drinks.

**Instructor:** Phone, first aid kit, group shelter, torch, hot drink, emergency food, whistle, spare emergency clothing for group (cannot supply for full group, must have a some basics, EG: hats, gloves, etc.), Repair kit, spare tubes, lights for bikes, pump.

Activity/ Process/ Operation	What are the Hazards to Health and Safety	What Risks do they pose and to whom?	Risk Level	What precautions have been taken to reduce the risk?	Risk Level Achieved
			H/M/L		H/M/L
	Loading/ Unloading trailer	HA Staff	M	All staff are to be briefed on the best way to load the trailer.	L
	Equipment failure	All staff & participants	M	Only use bikes without "broken" tags which have nothing written up on the board.	L
				Bikes to be given a pre-ride inspection. M-Check done with the riders.	
				Post-ride cleans and inspections.	
				All instructors to ensure they have repair kits and spare tubes. Must also carry a phone to be able to call for assistance if they can not make a road side repair.	
				Instructors to have training in bike maintenance and fixing bikes in the field.	
				All equipment regularly inspected according to policies.	
Staff trained in inspections and procedures.					

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			Regular maintenance and a clear system for identifying faults or bikes not fit for use.	
Falls due to rider ability / exhaustion	All staff & participants	H	<p>Knowledge of group and choice of venue.</p> <p>Groups briefed about the brakes and gears on their bikes, time on easy terrain to become familiar with their bike. The HA carpark or a <u>non-road section</u>.</p> <p>Adjust the length and difficulty of route, depending on the group's ability and the conditions on the day.</p> <p>Monitor the group for signs of exhaustion.</p> <p>All sessions run by qualified staff familiar with <u>routes &amp; venues</u></p> <p>Clear group briefings given, stops before and after difficult sections.</p>	L
Weather related.	All staff & participants		<p>Check weather forecast</p> <p>Adjust the routes/bikes depending on conditions. EG: if snow or ice look at using flat routes. If conditions are not safe adjust session to run indoor roller sessions &amp; theory. INSTRUCTORS NEED TO USE THEIR DYNAMIC RISK ASSESSMENT SKILLS TO JUDGE THE SAFETY OF CONDITIONS.</p>	
Road "furniture" (potholes, rocks, etc..)	All staff & participants	H	<p>Start of session briefing on what to look out for and how best to avoid or react.</p> <p>Briefing and training students on use of road signals, how to use them and where to look for them.</p> <p>Front riders to use road signals to indicate upcoming road furniture. Signal to be repeated by group members so passed back through group.</p>	L
	All staff & participants	H	<p>Group trained in how to ride as a group safely. Training done off the road initially then on the road in <u>short sections</u>.</p> <p>All group members to wear hi-vis tops and helmets.</p>	

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During the activity.	Other road users.			Lights to be used in low light conditions. Instructor to dynamically risk assess the need.	L
				Use the closed road track, the carpark and indoor roller sessions to train and develop skills for the road.	
				Instructor to position themselves in an appropriate place within the group depending on the road conditions.	
				Instructors to ensure cyclists stay within sight at all times	
				Group to ride together as one moving pack of riders at the pace of the slowest rider.	
				Group to use clear signalling when manoeuvring.	
Weather related injuries	All staff & participants		M	Start of day/session briefing on what clothing is appropriate for differing weather conditions.	L
				All participants to be monitored for signs of hypothermia, hyperthermia or heat stroke. Take drinks & snacks	
				Instructors to carry group safety kit including but not limited to; spare hats, gloves, tops. It is not possible to take enough items for all sizes and for all group members. Instructors are to take enough spares to deal with a few students who forget or lose their own spare clothing.	
				Check weather forecast	
Hand injury from falls	All staff & participants		M	Groups clothing to be checked prior to session, warm clothing, waterproofs, sun protection, etc.	L
				Individuals are to take appropriate clothing with them to put on if conditions change. EG: waterproofs, gloves, base layer	
				Kit list sent out before trip and instructor brief before going out on bikes. Advise riders to wear gloves.	L

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Bike related	All staff & participants	M	Instructors to help participants to select appropriate bike size and adjust the bike as needed.	L
Falls due to the uneven terrain.	All staff and participants	H	<p>Session to be run by trained staff that know the venue and can make the group aware of what is to come next.</p> <p>Do not allow the group to attempt things that are out of your remit or their ability.</p> <p>Clear group briefing on what to expect and what to do if they are unsure on the environment.</p> <p>Encourage the group to wear gloves to protect their hands.</p>	M
Injury due to inability to stop.	All staff and participants	M	<p>Give the group clear briefing on where you want them to stop.</p> <p>Make sure that the stop area is well clear of any dangers such as road or difficult sections so they definitely stop before it.</p> <p>Build up skills and confidence of riders with low risk drills and activities first.</p> <p>Where possible send a member of staff or the instructor to go first so they can control where the group stop.</p>	L
Injury or damage from incorrect or unsuitable clothing	All staff and participants	L	Ensure clothing worn does not present a snag hazard or risk of entanglement. Tie laces, tuck in loose trouser legs, do not tie tops around waists, wear bags with two short shoulder straps etc.	L
Eye injury from road or trail debris	All staff and participants	L	Very low risk in environments used. No control measures currently deemed necessary.	L

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