

# RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p><b>Competency</b></p> <p><b>Injury due to falling from bike and collisions due to loss of control of the bike.</b></p> <p><b>Collisions with other trail users.</b></p>	<p>Instructors must hold the relevant NGB award or been through the internal sign off procedure - site specific. They must be aware and comply to centre operating procedures &amp; emergency procedures.</p> <p>Helmet fitted correctly and worn. (See OP) Gloves worn. Appropriate clothing and footwear. Laces on R foot and trousers tucked away to avoid catching in chainring. Ensure cycle is the correct size. Ensure all cyclists are competent to use the bike – participant ability assessed in a controlled environment. Induction in bike control. Briefing on sensible speed. Use of brakes coached and practised by participants Participants are briefed as to nature of the next section .... Loose surface, specific difficulties etc Hazardous sections of trail managed by instructor. Sections pre - walked and appropriate instruction and supervised practise given. If participant not competent for a certain section they should dismount and walk. Ground conditions and terrain hazards assessed in wet/icy conditions. Instructor must be a qualified first aider and a first aid kit plus a mobile phone must be carried. Group members should all carry a drink and snack item.</p> <p>Group briefed on appropriate gap between cyclists. Briefing on safe places to wait. Briefed about other users; horse, walkers and off road vehicles Briefed on riding through tunnels e.g. Monsal Dale</p>	✓		<p>Recognised MTB leader qualification with ML or HML depending on route Emergency contacts and procedures carried. Regular refreshers and monitoring All near misses and or accidents are recorded and reported. Safety Culture of openness and sharing is fostered. Emergency call out time and route left with responsible person.</p> <p>All near misses and or accidents are recorded, reported and shared.</p> <p>First Aid kit to be carried</p> <p>Dismount from bike if necessary. Lights on first bike and last bike in longer tunnels, briefed on keeping larger distance between bikes to avoid riding into the back of the bike in front</p>		

<p><b>Injury due to unsafe bike</b></p>	<p>Obtain cycles from a reputable supplier/hire company and ensure they are maintained appropriately.          Bike safety check e.g. 'M' check completed before riding.          Check brakes, wheels, saddle, pedals and cranks.          Ensure correct sized bike is used.</p>					
<p><b>Collisions with traffic</b></p>	<p>If public highways are to be used, even for short stretches, high visibility vests/rucksack covers should be used.          Only quiet roads should be used.          Riders should be in single file          All crossings of public highways to be under the control of staff.          When re-grouping cyclists to wait off the road.</p>			<p>Routes pre ridden by instructors</p>		
<p><b>Inappropriate terrain/Steep descents</b></p>	<p>Local knowledge of route to be sought prior to setting off. Route to be appropriate to age and ability of group. Route should be ridden by group leader prior to trip.           Supervision levels to be appropriate to the size and competence of group and dangers associated with the group.          Steep descents to be strictly controlled by staff and pupils/staff should dismount if necessary.</p>			<p>Routes pre ridden by instructors</p>		
<p><b>Adverse weather conditions</b></p>	<p>Cyclists should wear appropriate clothing to suit conditions. Route to be adapted if necessary.          No cycling to be carried out in the hours of darkness.</p>			<p>Weather forecast to be assessed          Extra clothing, sun cream etc to be carried when necessary. Bivvi shelter to be carried.</p>		
<p><b>Equipment failure</b></p>	<p>Bikes regularly maintained.          All bikes have a pre- ride safety check done by participant and led by instructor e.g. 'M' check. Check brakes, wheels, saddle, handlebars          Faulty bikes clearly labelled and removed from service.          Participants coached in correct use of gears.</p>			<p>Appropriate cycle tools and spares including puncture repair kit, spare inner tubes, tyre levers and set of allen keys to be carried.</p>		
<p><b>Separation from group</b></p>	<p>Regular headcounts of group made          Regular regrouping points identified and communicated to group          Participants briefed on action to take if separated from group</p>					
<p><b>Illness</b></p>	<p>Information about existing medical conditions known by staff.          Parental consent &amp; medical forms</p>			<p>Check medication that may need to be accessed immediately is carried on the activity e.g. inhaler/Epi-pen</p>		

