

Risk Assessment - Walden Velo

Last Updated: 27 JUL 2020

1 DESCRIPTION OF ACTIVITY

This risk assessment applies to all Sunday and Mid-Week rides arranged by the club.

This risk assessment cannot be wholly comprehensive, as it is not possible to wholly identify all risks. Riding on the road brings some level of risk. Riders are responsible for the safety of all riders within the group, for their own safety, and for the safety of members of the public.

The risks identified cover key themes such as (where applicable)

- Road conditions
- Weather
- Other road users
- Vulnerable road users (e.g. horses)
- Riding in built up areas
- Road junctions

This risk assessment will be reviewed periodically, and may be updated following road incidents.

Club liability insurance **does not** cover claims made against individual members for liability, and members are encouraged to obtain their own liability insurance, either through affiliation with a governing body (British Cycling), equivalent charity (Cycling UK), or through other means (private insurance).

2 GENERAL NOTES

- The highway code is to be followed at all times
- All riders must obey traffic laws.
 - o Do not jump red lights
 - o Do not mount pavements
- No helmet. No ride.

Mitigations will be recorded in the club guidelines, found [here](#). Riders are encouraged to read and understand these guidelines before the ride begins.

3 ACCIDENT PROCEDURE

In the event of an accident, the following procedure should be followed:

- Unless there is immediate danger, do not move the injured rider if doing so increases the risk of injury.
- If safe to do so, move to a safe place away from the road.
- Notify other road users of the incident, in order to avoid further incident
- Call the emergency services if needed.
- Riders with suspected concussion, or where the rider has become unconscious, must not continue. They should seek alternative means of transport home.
- If all riders are able to continue, check the bike and helmet for signs of damage. If necessary, arrange transport home.
- Inform the welfare officer as soon as possible that the incident has occurred.
- If a motorised vehicle is involved the police **must** be notified.

4 RISK SCORING

Risks are assessed based on their description before, and after, mitigating actions have occurred. The assessment is based on the probability, and severity, whereby:

Probability

1. Extremely Unlikely
2. Unlikely, but possible
3. Likely
4. Highly Likely
5. Extremely Likely

Severity

1. No harm
2. Minor Injury (minor cuts)
3. Non-Serious injury (May require first aid)
4. Serious Injury (Requires medical treatment)
5. Death / life-changing injury

The severity applies to any injured party, and includes members of the public. Where injury is not the harm, equivalent severity scores will be applied as appropriate.

Following assessment, an overall risk score is determined using the table below. It has been colour coded to indicate overall severity. Where **green** indicates a low risk. **Amber** indicates a medium risk. **Red** indicates a high risk.

| | | Severity | | | | |
|-------------|---|----------|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| Probability | 1 | L | L | L | L | L |
| | 2 | L | L | M | M | M |
| | 3 | L | M | M | H | H |
| | 4 | L | M | H | H | H |
| | 5 | L | M | H | H | H |

5 RISK IDENTIFICATION

| Description of Risk | Probability | Severity | Overall Score | Mitigating Actions | Probability | Severity | Residual Score |
|---------------------|-------------|----------|---------------|---|-------------|----------|----------------|
| Adverse Weather | 3 | 4 | H | <p>Weather warnings will be observed by the committee, and a decision made as to whether the ride is safe to continue. If a ride is cancelled, members will be notified by email.</p> <p>Rides email should highlight weather which may cause issues</p> <ul style="list-style-type: none"> - Low temperatures - High winds - Mist / Fog | 2 | 3 | M |
| Adverse Weather | 3 | 4 | H | Riders should be aware of the weather forecast and likelihood of ice, rain, winds, and temperature, before the ride. | 2 | 3 | M |
| Adverse Weather | 3 | 4 | H | <p>Rear lights are advised for all riders in low light conditions, for example</p> <ul style="list-style-type: none"> - Morning rides in winter - Cloudy conditions - Fog - Rain | 2 | 3 | M |
| Adverse Weather | 3 | 4 | H | <p>Riders should perform a “dynamic risk assessment” during the ride, assessing the likelihood of ice and slippery conditions. Where necessary slow down to safely traverse the conditions.</p> <p>If adjustments cannot be made through speed alone, ride leaders are advised to change the route to avoid the hazard.</p> | 2 | 3 | M |
| Adverse weather | 3 | 4 | H | Notify riders of gaps in hedges if the wind is high. Avoid taking hands off the handlebars when windy conditions arise. | 2 | 3 | M |

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|--------------------------|---|---|----------|--|---|---|----------|
| Obstacles | 3 | 4 | H | <p>Riders are to point out obstacles (amongst others - potholes, puddles, gravel) well in advance with a clear signal. Ideally riders should shout “inside”, “middle”, or “outside” to indicate the location, and a description. Such as “hole inside”.</p> <p>Smoothly avoid the obstacle, allowing the rider behind to follow your line. Avoid jumping over obstacles unless no alternative is possible.</p> <p>Point towards the road, approximately where the obstacle is located.</p> | 2 | 3 | M |
| Flood Water | 2 | 4 | M | Where a road is flooded, slow down and make judgement whether it is safe to pass. If it is safe to proceed, do so with caution, and slowly. If unsure, re-route to avoid the obstacle. | 2 | 3 | M |
| Slippery road conditions | 4 | 4 | H | When road surfaces are damp / wet, take care when cornering. Leaves, gravel, etc., can cause slippery surfaces even when dry. Slow down in advance of corners to allow riders time to avoid potential risks. | 2 | 3 | M |
| Inexperienced Riders | 3 | 2 | M | New riders should be identified, and ride leaders should determine the rider’s experience. Ride leaders should maintain an awareness of where the new rider is during the ride. | 2 | 2 | L |
| Inexperienced Riders | 4 | 3 | H | Warning signals should be communicated to new riders before the ride starts. | 2 | 3 | M |
| Inappropriate Clothing | 3 | 3 | M | Riders should consult the weather forecast to determine the appropriate clothing for the ride. Eye wear is advised for all rides to prevent eye injury. | 2 | 2 | L |
| Equipment Failure | 3 | 2 | M | <p>Riders should inspect their bicycle before each ride to ensure it is fit for purpose. Check</p> <ul style="list-style-type: none"> - Brake surfaces are not worn / damaged - No foreign objects are embedded in the tyres - Tyres are not worn - Drivetrain has not seized. - Gears function as expected. - Brakes engage and release correctly. | 2 | 2 | L |

| | | | | | | | |
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| Equipment Failure | 3 | 2 | M | Riders should carry equipment necessary to make basic roadside repairs <ul style="list-style-type: none"> - Tyre levers - Inner tubes / Tubeless plugs - Multi-tool - Pump / CO2 canisters | 2 | 2 | L |
| Equipment Failure | 3 | 2 | M | In the event of equipment failure, shout out “Mechanical” or “Puncture” to the group. If appropriate, the group shall stop and wait for the repair to complete. | 2 | 2 | L |
| Head Injury | 4 | 5 | H | All riders are required to wear a helmet. No helmet, no ride. | 2 | 4 | M |
| Hand Injury | 3 | 3 | M | Riders are advised to wear cycling gloves/mitts. Gloves remain optional. | 2 | 2 | L |
| Collision | 4 | 4 | H | Do not allow your front wheel to overlap the rear wheel of the rider in front. | 2 | 4 | M |
| Collision | 3 | 4 | H | Maintain an even speed. Make changes to speed smoothly. | 2 | 4 | M |
| Collision | 3 | 4 | H | Riders at the front of the group should report obstacles, including other vehicles, with plenty of time. | 2 | 4 | M |
| Collision | 3 | 4 | H | Riders at the back of the group should report passing cars with plenty of time. | 2 | 4 | M |
| Collision | 3 | 4 | H | Take care when riding through built up areas, reduce speed as necessary, and observe other road users. In particular pay attention to the movements of pedestrians | 2 | 4 | M |
| Collision | 3 | 4 | H | Ride at a speed appropriate to the conditions. If the surface is damp, slow down. | 2 | 4 | M |
| Collision | 3 | 4 | H | Avoid “lurching”, pushing the bike backwards a significant distance when riding out of the saddle. | 2 | 4 | M |
| Collision | 3 | 4 | H | Time trial bikes are not permitted on club rides. This includes <ul style="list-style-type: none"> - Disk/solid wheels - Bar extensions | 2 | 4 | M |
| Collision | 3 | 4 | H | Riders must maintain control of their bikes at all times. Avoid descending on the top-tube, or resting your arms in the centre of the bars. | 2 | 4 | M |
| Collision | 3 | 4 | H | Riders must not wave cars through. | 2 | 4 | M |
| Descending | 3 | 4 | H | Allow more space to the rider in front when descending. | 2 | 3 | M |

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|---------------------------|---|---|----------|---|---|---|----------|
| Horses in the road | 3 | 4 | H | <p>On observing horses in or at the side of the road, slow down, and notify the horse rider(s) of your presence. Avoid startling the horse by shouting when close to the horse.</p> <p>When passing, do so slowly, and do not accelerate away from the riders. Follow the horse rider's instructions if asked not to pass.</p> | 2 | 4 | M |
| Dogs / Children | 2 | 3 | M | Pass dog walkers, and small children, with plenty of space. | 1 | 2 | L |
| Animals | 2 | 4 | M | Notify the group of animals when noticed (deer, farm animals, etc.) and expect to reduce speed | 2 | 3 | M |
| Angering other road users | 4 | 4 | H | <p>Ride no more than two abreast, Group sizes should be kept to a maximum of 10 where possible. When riding on busy roads, remain two abreast to reduce the length of the group size, but move closer together to increase visibility. Move to single file where necessary to allow other riders to pass. Follow the ride leader's instructions, particularly on major roads.</p> | 2 | 3 | M |
| Crash at Junctions | 3 | 5 | H | <p>Riders on the front should notify the group of junctions ahead, and slow down smoothly. Take care at junctions, and do not attempt to cross when there is not space to do so.</p> | 2 | 5 | M |
| Infection | 3 | 3 | M | <p>Riders should wear appropriate eye wear. Riders should fit mudguards to minimise spray to other users.</p> | 1 | 3 | L |
| Infection | 3 | 3 | M | <p>Riders shall not spit, or clear their nose, whilst in the group. Riders shall not spit, or clear their nose, whilst travelling through towns, villages, or houses. If necessary, riders shall move to the back of the group to do so.</p> | 1 | 3 | L |
| Dehydration | 3 | 4 | H | Riders should bring water supplies appropriate to the conditions. A minimum of 500ml should be brought for a two hour ride. | 2 | 3 | M |