



Ocean Cycling Team

DATE:

TIMES:

RISK ASSESSMENT: Cycle Proficiency Training

SCHOOL:

ASSESSMENT BY:

HAZARD/RISK	WHO IS AT RISK	ACTION REQUIRED TO REDUCE RISK
<p style="text-align: center;">Assault</p> <p>A trainee or instructor is assaulted by another trainee, instructor or member of public</p> <p>Risk is very low</p>	<p>Trainee, staff, public.</p>	<ul style="list-style-type: none"> • Work with small groups of trainees within the recommended ratio • Staff trained to manage the group to defuse any tension • Remove bad behaved trainees from the session • Report to school/centre and record any incidents <p>Instructors are trained not to respond inappropriately to any abuse from other road users so as to defuse possibilities of road rage.</p>
<p style="text-align: center;">Weather</p> <p>Exposure effect of the weather that may have on rider's health for outdoor cycling</p> <ul style="list-style-type: none"> • Weather types i.e. rain, snow, fog, cold, heat, wind etc. <p>Indoor cycling risks</p>	<p>Trainee/staff/public</p>	<p>For courses in winter the pre-course information should advise participants to wrap up warm, but loose enough to move and cycle comfortably without restrictions</p> <ul style="list-style-type: none"> • Get weather information for the day and plan accordingly • Gloves, hats, jackets, trainers, etc. • Water bottle, sun block, baseball cap <p>Instructors are advised to consider the effect of weather on training trainees, bearing in mind that most trainees</p>

<ul style="list-style-type: none"> • Walls, doors, windows etc. <p>Risk is very low if appropriate action and precautions are taken (things that can cause serious health problems)</p>		<p>are less used to being outdoors than indoors.</p> <ul style="list-style-type: none"> • Instructors are advised to consider taking regular breaks. Reduce the length of training session if too hot or complaints of exhaustion are recognised • Reduce or change the lesson into an indoor activity session especially in extreme cold or wet weather conditions • Minimise the trainees when they are riding indoors (trainees take turns) • All doors, beams and windows are covered up with mats, to reduce the impact collision.
<p>Mechanical failure A trainees bike may undergo mechanical failure, leading to the rider losing control</p> <p>High risk however, providing that the bikes are thoroughly checked before riding, the risk is very low</p>	<p>Trainees/staff/Public</p>	<p>Before the start of any session a daily health check of each bike is carried out to ensure its road worthiness and safety</p> <ul style="list-style-type: none"> • Trainees are given information on the basic ABC bike check. • Trainees will be taught if a bike is safe for them to use (roadworthiness) <p>Instructors' receive training how to check bikes for roadworthiness prior to session.</p> <ul style="list-style-type: none"> • Instructors' check trainees bike before training starts, during session and after each activity. • Instructors should make sure their own bike is roadworthy.

<p style="text-align: center;">Accidents and Injuries</p> <p>Riders may fall off a bike of their own accord.</p> <p>Cuts, bruises, fracture bones and shock</p> <p>Probability depending on individuals ability and previous experience</p> <p>Overall risk is very low</p>	<p style="text-align: center;">Trainee/staff/public</p>	<p>All trainees will be assessed early, during and at the end of the session on confidence, behaviour and ability.</p> <ul style="list-style-type: none"> • New beginner/learners are taught on a one-one basis with stabilisers • Instructors keep within a close proximity for support • Trainees learn to balance/ride in confidence. • Instructors will identify at an early stage those competent and those who need further assistance • Instructors will carry a first aid box or ensure there is one on site and within easy reach • Instructor will be first aid qualified or ensure there is someone First Aid Qualified on site and on road. • Instructors will carry a first aid kit pouch when going off site and ensure that at least one of them is first Aid qualified <p>Teaching priority on riding with new beginners:</p> <ul style="list-style-type: none"> • How to stop with confidence • Mastering how to cycle safely with confidence will reduce the number of falls. • Instructors teach the trainees to their level of ability and not what instructor thinks they could or must be able to do, so they learn at their own pace and time. • Trainees taught in step by step procedures so that the trainees learn and are taught incrementally and that at any one point the ability is not pushed so far that they are likely not to lose control.
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<p style="text-align: center;">Collision</p> <p>Two riders may collide together Rider collides with stationery car Rider collides with public Riders fall from a pothole or object on the road</p> <ul style="list-style-type: none"> • Bikes are damaged. • Trainees injuring themselves i.e. clash of head, cuts, bruises, fractures and shock <p>Probability is low to medium</p> <p>Overall risk is medium/high if the emergency system is not known.</p>	<p style="text-align: center;">Trainee/staff/public</p>	<p>Correct riding positions and emergency stops are taught at an early stage. All trainees must learn how to follow each other, maintain lane discipline and be able to start, snake and stop safely and in an emergency.</p> <ul style="list-style-type: none"> • Instructors will teach and brief the trainees the rules of lane discipline and regulations of road cycling • Ensure trainees are confident in changing gears when ascending and descending slopes/hills • Ensure cyclist have confidence when looking over the shoulder and are able to control the bike multi tasking • Ensure trainees can cycle with one hand particularly when signalling • Bikes will be taken out of the session if it is not fit for purpose or roadworthy. • First aid kit will be carried always • Emergency procedure will take place if necessary. • There will always be two tutors on the off-site training, one leading and one controlling the line from the back <p>During off –roads drills instructors pay extra attention to the spacing of trainees, reminding them that they must always be able to stop before hitting the person in front.</p> <ul style="list-style-type: none"> • Trainees will be taught the basics of safe riding prior to any use of cycle lanes. • Snaking is practice off road, before the trainees are taken onto the road.
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<p>Road traffic accident or injury Hazard is of road traffic accident leading to possible injury. Hazard is severe.</p> <ul style="list-style-type: none"> • Cars, other riders, long vehicles, pot holes, glass, sharp objects, etc. <p>Probability is low to moderate.</p> <p>Overall risk assessment is medium / low</p>	<p>Trainee/staff/public</p>	<p>Locations and routes will be checked and monitored prior to training taking place, busy, non busy time and condition of roads, especially identifying pot holes.</p> <ul style="list-style-type: none"> • Pot holes will be reported to www.fillthathole.org.uk • Glass and sharp objects will be monitored around training area and avoided when riding along the organised cycle routes. • Cars, long vehicles and other road users, trainees will be taught the safety of passing by other road users, prior to real life experiences. • Emergency procedures will take place and witness recorded. All information will be reported to the organisers immediately.

<p style="text-align: center;">Trainee safety equipment</p> <p>Poorly maintained safety equipment may cause riders to fall off their bikes, leading to severe head and leg injuries, and vehicles hitting trainees, etc.</p> <p>Probability is low</p> <p>Overall risk is low</p>	<p>Trainee/staff/public</p>	<p>Tutors and providers have an obligation to provide equipment that meet European Standards, are safe, secure and not damaged</p> <ul style="list-style-type: none"> • Helmets should be worn at all times by trainees, ensuring they are not broken, cracked, and can fit snugly around the head and neck of trainee • Gloves can be used throughout the year but need to be cleaned regularly, to avoid cross contamination, especially through trainees sweat, cuts and injuries. • Leg straps can be used on trainee who have loose trousers that can get jammed within the chain, chain guard and pedal. • Bibs should be worn at all times during the training especially when going out onto the roads. It is important that we are seen by other road users and ensure that the bibs are clean and visible. • Lights to be used during low daylight and where possible night training will be avoided due to the risks involved.
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“Wheel Powering Children”

Name: _____ Signed: _____ Date: _____