

HAZARD IDENTIFICATION AND ANALYSIS

Name of School: Gardners Lane	Date of Assessment: 18/2/14
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MAIN HAZARDS	WHO MAY BE HARMED?
Possible road traffic accident	Pupils, Instructors, Members of the public
Impact with something solid	Pupils, Instructors
Slips, trips and falls	Pupils, Instructors
Abduction	Pupils
Getting lost	Pupils, Instructors
Injury from bike itself	Pupils, Instructors, Members of the public

HAZARD	RISK RATING Without controls	CONTROL MEASURES	RISK RATING With controls
Inexperienced pupils, maybe with low confidence and on road for the first time	Medium	<ul style="list-style-type: none"> ➤ Supervision by competent, trained and qualified instructors at ratio of 1:6 for Level 1, 1:3 for L2. ➤ High visibility clothing worn by all pupils and Instructors. ➤ Instructors briefed on pupils' medical and special needs. ➤ Route to be used to be approved by Road Safety Unit, Police and School. ➤ Pupils aware of strict guidelines for behaviour and briefed to stop safely on the left should anything unexpected happen or they are unsure what they should do. 	Low
Road traffic accident	Medium	<ul style="list-style-type: none"> ➤ Accident and emergency procedures known to Instructors. ➤ Instructor to assess pupils' basic cycle control before going out on to the highway. ➤ Instructors follow guidelines in Instructors' manual relating to the manoeuvres to be practised. 	Low
Impact with something solid	Low	<ul style="list-style-type: none"> ➤ Instructor to inform pupils about any potential hazards (e.g, hazards on the pavement, skips in the road). 	Low
Slips, trips and falls	Medium	<ul style="list-style-type: none"> ➤ Instructor to inform pupils about any potential hazards. ➤ Instructors aware of the possible effect of different weather conditions. ➤ Instructor to identify any change in surface or route prior to taking children out. (see ANY OTHER SPECIFIC HAZARD) 	Low
Injury from bike itself	Medium	<ul style="list-style-type: none"> ➤ Guidelines for behaviour when with the bike standing / walking / pushing. ➤ No cycling allowed, unless instructed by Instructor. ➤ All bike checks observed by Instructors. ➤ All pupils when with their bikes are escorted by Instructors 	Low

Abduction	Low	➤ Pupils to be in view of an Instructor at all times.	Low
Getting Lost	Low	➤ Instructors briefed on routes. ➤ Pupils to be in view of an Instructor at all times.	Low

GENERAL ROAD HAZARDS WITHIN THE SPECIFIED AREA


Difficult/unusual/confusing junctions	Instructors must familiarise themselves with the area to be used before training begins. Identify any parts that are too challenging and avoid them. For other difficult sections ensure only pupils with adequate skills and confidence ride them and that they are briefed on the best approach.
Busy/fast roads	Ensure pupils are briefed before riding on these and understand how they affect decision making and manoeuvring.
Steep gradients	Make sure pupils are warned in advance and select appropriate gears and/or control their speed.
Kerbs/Bollards/Barriers	Brief pupils to adopt suitable road position that minimises risk of collision.
Rough/poor surfaces/traffic calming	Ensure pupils are warned in advance to reduce the risk of sudden braking or steering
Parked vehicles	Instructors to teach and the pupils to practice safe overtaking on a quiet section of road before they attempt junctions or more challenging sections.
Very wide or narrow junctions/carriageways	Instructors should emphasise the importance of good road position, ensure pupils understand priorities and use their own riding position to provide maximum protection where required.
Restricted views	Instructors to warn pupils to take extra care with observations and to take positions that maximise the available views.
Pedestrians	Instructors to warn pupils to take extra care where there are large numbers or they may be distracted.

GENERAL NOTES

The area around the school is quite challenging. There is a mix of busy through roads with quieter residential roads off these where there can be lots of on road parking and incomplete or no road markings at junctions. There are a number of shared paths (shown in dotted green) available in the area.

ANY OTHER SPECIFIC HAZARD (see map)	ACTION TO BE TAKEN
<p>1. Mini roundabouts in either direction from the school along Swindon Lane. At the junction with Richards Rd. most vehicles travelling NW will cut the corner, from St Pauls Rd the view to the left is restricted.</p>	<p>Only to be ridden by pupils who have consistently demonstrated relevant manoeuvres at standard junctions, others to be walked. Take time to observe traffic movements and particular issues at each before riding.</p>
<p>2. Narrow carriageway over railway bridge with uphill approaches both ways</p>	<p>There isn't space for vehicles to overtake cyclists on this bridge so pupils will need strength and control to be able to use road position when riding up the approaches. Those who can't should be advised to walk their bike over the pavements. Instructors should discuss the possibility of larger vehicles slowing or stopping and suitable coping strategies before riding here.</p>
<p>3. Parking for shops close to staggered crossroads</p>	<p>Instructors to discuss with pupils the effect on traffic movements and the additional care needed with observations and decisions here.</p>
<p>4. Double mini roundabout with some two lane approaches</p>	<p>Left turns from Runnings Rd are quite straightforward but all other manoeuvres will be challenging and only for pupils who have demonstrated a good understanding of traffic movements at simple single lane roundabouts.</p>
<p>5. Mini roundabouts on Swindon Lane with sloping approach/exit on Windyridge Road and Tommy Taylors Lane.</p>	<p>Instructors to brief pupils on ways to maintain control before riding here and ensure they have demonstrated adequate use of brakes and gears.</p>
<p>6. Another bridge with no safe step off area either side.</p>	<p>Only to be ridden by pupils who have consistently demonstrated confidence in traffic and good use of primary position.</p>
<p>7. Level crossing with barriers and frequent queuing traffic.</p>	<p>Instructors to discuss with pupils the issues around filtering and position.</p>

Suggested Routes/Junctions for initial on road training (see map ). Instructors should train here until pupils have demonstrated sufficient skills and awareness to move on to more challenging roads and junctions within the specified area.

More Challenging Routes/Junctions for able pupils (see map ). Instructors to avoid or walk these sections with less able/inexperienced pupils and use them for left turns and other simple manoeuvres with the rest. Pupils who have demonstrated a sufficiently high level of ability may ride more demanding manoeuvres here as an extension activity during later sessions.



INSTRUCTORS NOTES

Any changes or additional hazards	Control measures and further actions
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WHEN SHOULD THERE BE A REVIEW?		
➤ Significant change to the environment	➤ Following an accident	➤ After a reasonable amount of time

Name of School: Gardners Lane	Position: Cycling Co-ordinator
Prepared by: D Muir	Date: 18/2/14

TO BE COMPLETED BY THE <u>SCHOOL</u> - Risk assessment acceptable	
Signed:	School:
Name (please print):	Date:

Please hand a signed copy of this Risk Assessment to the instructors on the first day of training or, if you have any queries, please contact Don Muir (Cycling Co-ordinator)- (01452) 888717, don.muir@glosfire.gov.uk
 Road Safety Partneship, Gloucestershire Fire & Rescue Service HQ, Waterwells Drv, Quedgely Glos, GL2 2AX

TO BE COMPLETED BY <u>INSTRUCTORS</u> - please sign to say that you've read the Risk Assessment					
Signed:	Date	Signed:	Date	Signed:	Date
Name (please print):		Name (please print):		Name (please print):	

Instructors- Please return this part of the risk assessment with the register at the end of the training

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