

HAZARD IDENTIFICATION AND ANALYSIS

Name of School: Lakeside School	Date of Assessment: 11/3/14
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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 1:3. ➤ 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 school is on a busy road but there are good L2 training areas either side of this and a selection of more challenging roads and junctions available as extension activities for pupils who have achieved all the L2 outcomes.

ANY OTHER SPECIFIC HAZARD (see map)	ACTION TO BE TAKEN
1. Hatherley Road outside the school can be busy and carry large vehicles.	Instructors will need to walk pupils to more suitable roads (using designated crossing where available) until they have demonstrated sufficient abilities on quieter roads.
2. Hatherley Road/ Hatherley Lane roundabout is a challenging junction very close to the school.	As many pupils will have cause to travel through this junction instructors should discuss appropriate strategies for each one trained, whether that is walking or riding, by the end of the course.
3. Up Hatherley Way/Cold Pool Lane roundabout is a larger roundabout with potential higher traffic speeds on busier roads	Riding here will only be appropriate for pupils who have demonstrated have sufficient abilities to cope well on quieter mini roundabouts.
4. Mini roundabouts on Caernarvon Road at the junctions of Alma and Warden Hill Roads.	Pupils should have demonstrated sufficient abilities to cope well with standard junctions before riding here.
5. Traffic calming squeeze points on Caernarvon Road do not allow for cyclists and cars to pass through at the same time	Pupils will need to have a good understanding of road position. Instructors will need to discuss with them the importance of using this to control following traffic and ensure they position themselves to protect pupils if they get it wrong.
6. Bridge with bends on both approaches restricting views	Instructors to ensure pupils have a good road position or if in doubt walk them through this section on footway.
7. Benhall Avenue - Parade of shops	Instructors to discuss with pupils the potential effect on traffic movements here and the extra care and observations needed. Ensure that pupils have already demonstrated safe overtaking before using this area.
8. Benhall Avenue	This road has a central reservation with one carriageway either side,



	<p>feeding on and off a dual carriageway with faster moving traffic. Instructors to ensure that pupils have adequate confidence and skills before cycling in this area . Right turns are facilitated by a gap in the central reservation , pupils must already have demonstrated competent right turns before using these gaps. For right turns into Benhall Ave. from Bibury Rd. instructors to ensure pupils understand not to turn too soon into the wrong side.</p>
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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 on Day 3.

INSTRUCTORS NOTES	
Any changes or additional hazards	Control measures and further actions

WHEN SHOULD THERE BE A REVIEW?
➤ Significant change to the environment ➤ Following an accident ➤ After a reasonable amount of time

Name of School: Lakeside	Position: Cycling Co-ordinator
Prepared by: D Muir	Date: 11/3/14

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) 425532, don.muir@gloucestershire.co.uk
The Road Safety Partnership, Environment Directorate, Gloucestershire County Council, Shire Hall, Gloucester. GL1 2TH

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):	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

