

HAZARD IDENTIFICATION AND ANALYSIS

Name of School: Focus Gloucester Campus	Date of Assessment: 27/11/13
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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
Road traffic accident	Medium	<ul style="list-style-type: none"> ➤ Supervision by competent, trained and qualified instructors at ratio of 1:2. ➤ 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. ➤ 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.

ANY OTHER SPECIFIC HAZARD	ACTION TO BE TAKEN
1 Mini roundabout with Metz Way crossing to cycle path straight after and the cycle lane begins on the right of Eastbrook Rd.	Either walk pupils across roundabout and Metz Way to cycle path or, if they have demonstrated competence, get them to turn right at mini ourndabout then cross via central reservation.
2 Eastern Ave. can be very busy and is not often the route of choice for cyclists. Drivers here may not be expecting to see or deal with cyclists.	Instructors should select routes to make use of parallel roads and cycling facilities. For pupils who have demonstrated sufficient ability and confidence some carefully selected routes around the Painswick Rd. and Tredworth Rd. roundabouts will offer a useful extension activity.
3 Very busy major right turn from Stroud Rd. to Calton Rd.	Consider stop on left option for any pupils who haven't demonstrated sufficient ability, understanding and confidence.
4 Trier Way is a very wide multi lane road that can have heavy traffic.	Less/able confident can use cycle-path from Trier Way lights, cross The Park then use the zebra crossing and rejoin route in Wellington St
5 Cambridge St is used for parking by GL1,	Instructors to discuss with pupils the extra observations and care to deal with traffic coming in/out

Suggested Routes- Level 2 / Day 1

Eastbrook Rd to Eastern Ave access road then along to York Rd and all roads off. Also via Metz Way cycle path to Stanway Rd to Hawthorn Ave and all roads off it, Bittern Ave and all roads off it, Fieldfare, Heron Way and roundabout at junction with Wheatway and Abbeymead Ave.

Level 2 & 3 / Day 2 (see map )

Right Eastbrook Rd, right at roundabout then on cycle path across Metz Way. Left on cycle path to Stanway Rd, left on Coney Hill Rd and right Ashgrove Ave, Highfield Rd and Askwith Rd, right Painswick Rd, Left onto cycle-path just before major roundabout, Cross using toucan crossing then left using Cemetery Rd, Rejoin road in Tredworth Rd at a safe distance from roundabout, Left Stroud Rd, right Calton Rd. Right Tuffley Ave, right The Oval, over mini-roundabout King Edward's Ave, Over lights Parkend Rd, right Trier Way, left Park Rd, right Wellington St, Right Eastgate St, left at lights Bruton Way, left Cambridge St, right Prince St. Toucan crossing over Bruton Way then cycle-path alongside Metz Way. Right back onto road Derby Rd, left at lights Barton St, left India Rd, Cycle-path at end of India Rd into Ince Castle Way, Cycle-path under rail line to Malmesbury Rd, Eastern Ave, left along access road to Metz Way lights. Cross via pedestrian lights then via access roads back to Eastbrook

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

Name of School: Focus Gloucester campus

Prepared by:

Name (please print): Don Muir

Position: Cycling Co-ordinator

Date: 27/11/13

Risk assessment acceptable	
Signed:	School:
Name (please print):	Date:

Please return a signed copy of this Risk Assessment to: Road Safety Partnership, Shire Hall, Gloucester. GL1 2TH

If you have any queries, please contact Don Muir at the above address or telephone Gloucester (01452) 888717

For Road Safety Unit use only

Copy sent to :	Police Station	Date
Copy sent to	School	Date

Instructors, 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 risk assessment with the register at the end of the training

