



HAZARD IDENTIFICATION AND ANALYSIS

Name of School: Sir Thomas Rich's	Date of Assessment: 2.03.09
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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. Estcourt Rd. crossing lights to the right of the Kenilworth Ave. junction	Instructors will need to cross pupils well before the junction to avoid any conflict with vehicles turning left into Kenilworth Ave. then walk them along the footway.
2. After using crossing lights at Cheltenham Rd. cyclists will need to cross Denmark Rd. to continue route.	Again instructors must make sure pupils are a safe distance from the junction before crossing.
3. Large and busy roundabout at Estcourt Rd./Cheltenham Rd.	Only to be ridden by pupils who have demonstrated sufficient awareness and understanding at less challenging roundabouts. Others must use alternative routes.
4. Two lane approach to major right turn at traffic lights	Only to be ridden by pupils who have demonstrated sufficient awareness and understanding at less challenging junctions.

SUGGESTED ROUTES

Level 1

After school has started the car parks and access roads are generally quiet. The nearby cul de sacs of Kimberley Close and Manor Park are on road alternatives.

Level 2 / Day 1

Elmleaze, Meadowleaze, Sandyleaze, Willowleaze

Level 2 & 3 / Day 2 (see map)

Left Elmleaze, right Meadowleaze, left Elmbridge Rd. Right Merevale Rd. then Kenilworth Ave. to junct. with Estcourt Rd.

Use crossing lights to right of junction then continue up to dead end. Use crossing lights to Denmark Rd.

Right at second roundabout to Heathville Rd. left Lansdown Rd. left Denmark Rd.

Right Oxford Rd./ Oxford St. left London Rd. left at lights Cheltenham Rd.

Straight over roundabout, left Oxtalls Lane, right at lights Church Rd.

Straight on at double mini roundabout, left Cheltenham Rd. right at lights into Nine Elms Rd. back to school



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

Name of School: Sir Thomas Rich's School

Prepared by: Don Muir

Name (please print):

Position: Cycling Co-Ordintaor

Date: 26 Feb. 09

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

Please return a signed copy of this Risk Assessment to: The Road Safety Unit, Environment Department, Gloucestershire County Council,
Shire Hall, Gloucester. GL1 2TH

If you have any queries, please contact Don Muir at the above address or telephone Gloucester (01452) 425556

For Road Safety Unit use only

Copy sent to : Gloucester Police Station	Date
Copy sent to St. Peter's School	Date

