

**HAZARD IDENTIFICATION AND ANALYSIS**

<b>Name of School: Farmors</b>	<b>Date of Assessment: 19/5/10</b>
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<b>MAIN HAZARDS</b>	<b>WHO MAY BE HARMED?</b>
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

<b>HAZARD</b>	<b>RISK RATING Without controls</b>	<b>CONTROL MEASURES</b>	<b>RISK RATING With controls</b>
Road traffic accident	Medium	<ul style="list-style-type: none"> <li>➤ Supervision by competent, trained and qualified instructors at ratio of 1:2.</li> <li>➤ High visibility clothing worn by all pupils and Instructors.</li> <li>➤ Instructors briefed on pupils' medical and special needs.</li> <li>➤ Route to be used to be approved by Road Safety Unit, Police and School.</li> <li>➤ Pupils aware of strict guidelines for behaviour.</li> <li>➤ Accident and emergency procedures known to Instructors.</li> <li>➤ Instructor to assess pupils' basic cycle control before going out on to the highway.</li> <li>➤ Instructors follow guidelines in Instructors' manual relating to the manoeuvres to be practised.</li> </ul>	Low
Impact with something solid	Low	<ul style="list-style-type: none"> <li>➤ Instructor to inform pupils about any potential hazards (e.g, hazards on the pavement, skips in the road).</li> </ul>	Low
Slips, trips and falls	Medium	<ul style="list-style-type: none"> <li>➤ Instructor to inform pupils about any potential hazards.</li> <li>➤ Instructors aware of the possible effect of different weather conditions.</li> <li>➤ Instructor to identify any change in surface or route prior to taking children out. (see ANY OTHER SPECIFIC HAZARD)</li> </ul>	Low
Injury from bike itself	Medium	<ul style="list-style-type: none"> <li>➤ Guidelines for behaviour when with the bike standing / walking / pushing.</li> <li>➤ No cycling allowed, unless instructed by Instructor.</li> <li>➤ All bike checks observed by Instructors.</li> <li>➤ All pupils when with their bikes are escorted by Instructors</li> </ul>	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 <span style="background-color: #d4edda; border: 1px solid #c3e6cb; padding: 2px;"> </span>	
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 (see map)	ACTION TO BE TAKEN
1 Narrow bridge on Mill Lane.	Instructors to discuss issues with oncoming traffic with pupils and ensure they make adequate observations and keep a good position while crossing.
2 Fairford High St is narrow in places and can be congested when used by large vehicles.	Instructors should only ride here with pupils who have demonstrated adequate control, understanding and confidence on quieter roads than as above.
3 Road to Whelford can carry heavy traffic from gravel extraction and airbase.	Instructors to discuss with pupils issues around riding near large vehicles.
4 Higher traffic speeds and volumes on A417	Pupils will need to have demonstrated good observation and judgement before attempting right turns and other more challenging manoeuvres here. If not they should be taught and use the alternative/pedestrian methods.
5 Narrow twisting lane with significant gradients in Quennington	Pupils need to have demonstrated good bike control, particularly braking, and be warned to anticipate the possibility of hazards around each bend.
6 Significant hill with bends when leaving Quennington towards Coln St Aldwyns	As for 5 above

**Suggested Routes**

**Level 2 / Day 1** Leaffield Rd, Crabtree Park, St Marys Drv, Queens Field. Hatherop Rd, John Tame Cls., Homeground La. Park Close and Churchill Pl.

**Level 2 & 3 / Day 2 (see map  )**

Right out of school, Leaffield Rd, Park St, Mill La. Left Coronation St, to crossroads and straight on to Horcroft Rd.

Follow to Whelford, left to A417 then left and immediate right. At junction right on A417 then next right. Left into Hatherop Rd. right at Leaffield Rd.

And/or

Right out of school, Leaffield Rd, Park St, Mill La. Right Coronation St / Fairford Rd to Quennington.

Right into Church Rd then keep right back to school

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

<b>Name of School:</b> Farmors	<b>Position:</b> Cycling Co-ordinator
<b>Prepared by:</b> D Muir	<b>Date:</b> 19/5/10

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

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](mailto: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



