



**HAZARD IDENTIFICATION AND ANALYSIS**

<b>Name of School: Temple Guiting</b>	<b>Date of Assessment: 11/5/11</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>
Inexperienced pupils, maybe with low confidence and on road for the first time	Medium	<ul style="list-style-type: none"> <li>➤ Supervision by competent, trained and qualified instructors at ratio of 1:6 for Level 1, 1:3 for L2.</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 and briefed to stop safely on the left should anything unexpected happen or they are unsure what they should do.</li> </ul>	Low
Road traffic accident	Medium	<ul style="list-style-type: none"> <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: #d9ead3; border: 1px solid black; 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.





**GENERAL NOTES**

The lanes in this area are generally narrow with undulating and twisting sections that limit views. Not many junctions along them are well marked. The B4077 is even more hilly around Ford and national speed limit outside the village making it a big step up for pupils. They will need to have consistently demonstrated all outcomes before riding along this road and particularly before doing right turns off it.

ANY OTHER SPECIFIC HAZARD (see map)	ACTION TO BE TAKEN
<p><b>1. The approach to the give way is quite narrow and uphill with walls leaving no step off area. Also the view towards Kington is restricted by a bend.</b></p>	<p>Turns out from here only to be ridden by pupils who have previously demonstrated sufficient ability and control up such gradients. Instructors to discuss with pupils the need for extra care with observations before right turns here.</p>
<p><b>2. Crossroads with significant gradients on all approaches. The main road is not very wide and has limited step offs due to high verges and hedges.</b></p>	<p>Instructors to discuss with pupils the implications for traffic movements and the extra care with observations required. Pupils will need to have demonstrated good braking judgement and control and exercises must be planned with no need to stop on this section of the main road. Ridden major/minor rights will be challenging at L2 and not suitable for pedestrian alternative.</p>
<p><b>3. Steep hills down into Ford from both directions with sharp bends and no footways.</b></p>	<p>Instructors to ensure pupils control their speed on their way into the village and only to be ridden by pupils who have previously demonstrated sufficient ability and control up such gradients.</p>
<p><b>4. Junctions at crossroads. At B4077 the views towards Ford are restricted by brow of hill.</b></p>	<p>Instructors to discuss with pupils the implications for traffic movements and the extra care with observations required.</p>
<p><b>5. The B4077 between here and Ford can have fast traffic and bends hill brows restrict views in places.</b></p>	<p>Only pupils who have demonstrated good confidence, control and an understanding of road position to ride here. Ridden major/minor rights will be too challenging at L2.</p>
<p><b>6. Building on corner restricts view</b></p>	<p>Instructors to discuss with pupils and ensure they take sufficient time and care before turns out.</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.

<b>INSTRUCTORS NOTES</b>	
<b>Any changes or additional hazards</b>	<b>Control measures and further actions</b>

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

<b>Name of School: Temple Guiting</b>	<b>Position: Cycling Co-ordinator</b>
<b>Prepared by: D Muir</b>	<b>Date: 11/5/11</b>

<b>TO BE COMPLETED BY THE <u>SCHOOL</u>- Risk assessment acceptable</b>	
<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

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

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

