

GENERAL HAZARD IDENTIFICATION AND ANALYSIS

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

GENERAL HAZARDS

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	Supervision by competent qualified instructors. Ratio up to 1:12 for Level 1, 1:3 for L2. High visibility clothing worn on road by all pupils and Instructors. Instructors briefed on pupils' medical and special needs. Training only takes place only in the risk assessed area. Pupils given clear guidelines for behaviour and briefed to stop safely on the left should anything unexpected happen or they are unsure what to do.	Low
Road traffic accident	Medium	Accident and emergency procedures known to Instructors. Only pupils who demonstrate adequate Level 1 control allowed to ride on road. Instructors follow guidelines in Instructors' manual for delivery of National Standards outcomes	Low
Slips, trips and falls	Medium	Instructor to inform pupils about any potential hazards. Instructors aware of the possible effect of different weather conditions. Instructor to identify any new specific hazards prior to pupils riding (see ANY OTHER SPECIFIC HAZARD)	Low
Injury from bike itself	Medium	Pupils to be supervised by instructors throughout sessions and only get on or cycle with permission. Clear guidelines given for behaviour when with the bike standing / walking / pushing. All bikes initially checked by Instructors with subsequent pupil's checks observed.	Low
Abduction	Low	Pupils to be in view of an Instructor at all times.	Low
Getting Lost	Low	Instructors briefed on routes and to be in view of an Instructor at all times.	Low

ROAD & TRAFFIC HAZARDS

HAZARD	RISK RATING Without controls	CONTROL MEASURES	RISK RATING With controls
Difficult/ unusual/ confusing junctions	Medium	Instructors to familiarise themselves with the area to be used before training begins. Identify any parts that are challenging, assess the abilities of pupils and select training site appropriate. For other difficult sections ensure only pupils with adequate skills and confidence ride them and that they are briefed on the best approach.	Low
Busy/fast roads	Medium	Ensure pupils are briefed before riding on these and understand how they affect decision making and manoeuvring.	Low
Steep gradients	Medium	Only to be ridden by pupils who have demonstrated sufficient braking and steering control. Instructors to warn pupils in advance, ensure they select appropriate gears and/or control speed.	Low
Kerbs/Bollards barriers etc	Low	Instructor to inform pupils about any potential hazards and brief them to adopt suitable road position that minimises risk of collision.	Low
Rough/uneven surfaces	Low	Ensure pupils are warned in advance to reduce the risk of sudden braking or steering	Low
Parked vehicles	Medium	Instructors to teach and the pupils to practice safe overtaking on a quiet section of road before they attempt junctions or more challenging sections.	Low
Very wide or narrow junctions/ carriageways	Medium	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.	Low
Restricted views	Medium	Instructors to warn pupils to take extra care with observations and to take positions that maximise the available views.	Low
Pedestrians	Low	Instructors to warn pupils to take extra care where there are large numbers or they may be distracted.	Low

Name of School: Swell			
Risk assessment Prepared by: D Muir	Position: Cycling Co-ordinator	Created: 17/03/2011	Last Reviewed: 25/04/2018

SCHOOLS- Please print a copy of this Risk Assessment for the instructors on the first day of training or, if you have any queries, please contact Don Muir (Cycling Co-ordinator)- (01452) 425229, don.muir@gloucestershire.gov.uk
 Road Safety Team, Gloucestershire County Council, Shire Hall, Westgate St, GL1 2TH

TO BE COMPLETED BY INSTRUCTORS- please sign to say that you've read and understood the Risk Assessment					
Signed:	Date	Signed:	Date	Signed:	Date
Print Name:		Print Name:		Print Name:	
Signed:	Date	Signed:	Date	Signed:	Date
Print Name:		Print Name:		Print Name:	
Signed:	Date	Signed:	Date	Signed:	Date
Print Name:		Print Name:		Print Name:	

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

GENERAL NOTES ABOUT THIS SITE
The main B4068 through the village is 30 mph but can be busy and traffic does regularly exceed the limit, particularly down the hill from the Cheltenham direction. Apart from the section past the Golden Ball Inn the views are generally restricted by bends. The least hilly roads in the area are the lanes towards the Slaughters and a 4 and a 5 mile loop are included for those who are able.

ANY OTHER SPECIFIC HAZARD in the risk assessed area (see map)	ACTION TO BE TAKEN
<p>1. The junction from the school to the B4068 has restricted views to the right and traffic from the left can be fast moving. There is no footway and little step off on the far side</p>	<p>Pupils should not ride right turns here until they have demonstrated all outcomes at less challenging junctions and good observation and decision making. Others can be walked along the footway to the right</p>
<p>2. Lots of junctions close together around the memorial with parked vehicles and a bus stop</p>	<p>Only to be ridden by pupils who have demonstrated good awareness and understanding of priorities at less complex junctions. Instructors to discuss with pupils the extra care and observations required when riding here.</p>
<p>3. Field gate next to junction can mean lots of mud and stones on the corner</p>	<p>Instructors to discuss with pupils the effect this may have on road position for left turns in and the extra care required</p>
<p>4. Y type junctions, narrow lanes and some steeper gradients in Upper Slaughter</p>	<p>Only to be ridden by pupils who have demonstrated sufficient control up and down hills and a good understanding of road position. Instructors to discuss best route options for particular manoeuvres at Y junctions</p>
<p>5. Narrow lanes and steeper gradients</p>	<p>See 4 above</p>
<p>6. Lots of junctions close together in Lower Slaughter</p>	<p>See 2 above</p>

Cycle paths (see map - - - -).

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.

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 incident
- After a reasonable amount of time

