

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: Hillesley			
Risk assessment Prepared by: D Muir	Position: Cycling Co-ordinator	Created: 07/03/2012	Last Reviewed: 04/05/2018


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 combination of narrow lanes and hills means that only the small area of the village itself will be accessible for training and even here the roads are not wide and have frequent bends with limited step off areas in places. Instructors will need to take particular care assessing pupils control and observation skills before going on road and consider where necessary getting pupils to walk their bikes to less challenging areas for the first on road sessions.

ANY OTHER SPECIFIC HAZARD in the risk assessed area  (see map)	ACTION TO BE TAKEN
<p>1. Narrow roads close to the school with bends restricting views and limited safe step off areas.</p>	<p>Pupils should have demonstrated safe starts, stops and U turns on less challenging roads before riding here. Instructors to discuss with pupils the particular need for a good road position, continuous observation, looking and listening, and what to do in the event of approaching vehicles. Plan exercises to make best use of available safe step offs.</p>
<p>2. Narrow road outside the Fleece Inn with potential for extra parked vehicles and unpredictable traffic movements.</p>	<p>As for 1 above plus Instructors to discuss with pupils the need for extra care with observations here.</p>
<p>3. Y type junction layout around the cross.</p>	<p>Instructors to discuss with pupils the best route choices for particular manoeuvres, the possible effects on traffic movements and the extra care with observations and decisions required here.</p>
<p>4. The road narrows at this bend with the house very close and restricting views.</p>	<p>As for 1 above plus Instructors to discuss with pupils the importance of not stopping or starting on the bend or where they are out of sight of approaching traffic.</p>
<p>5. Hawkbury Rd junction is very wide and angled so that looking for traffic coming into the village (and which may be faster) is tricky.</p>	<p>Only to be ridden by pupils who have demonstrated a good understanding of road position. Instructors to discuss with pupils the importance of taking time to look carefully before turning out from here.</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

