

**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<br>Without<br>controls | CONTROL MEASURES   | RISK RATING<br>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.<br>High visibility clothing worn on road by all pupils and Instructors.<br>Instructors briefed on pupils' medical and special needs.<br>Training only takes place only in the risk assessed area.<br>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.<br>Only pupils who demonstrate adequate Level 1 control allowed to ride on road.<br>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.<br>Instructors aware of the possible effect of different weather conditions.<br>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.<br>Clear guidelines given for behaviour when with the bike standing / walking / pushing.<br>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**

| <b>HAZARD</b>  | <b>RISK RATING<br/>Without controls</b> | <b>CONTROL MEASURES</b>  | <b>RISK RATING<br/>With controls</b> |
|--|---|--|--------------------------------------|
| Difficult/<br>unusual/<br>confusing<br>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<br>roads                                   | Medium                                  | Ensure pupils are briefed before riding on these and understand how they affect decision making and manoeuvring.   | Low                                  |
| Steep<br>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<br>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<br>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<br>narrow<br>junctions/<br>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<br>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: Dunalley**

**Risk assessment Prepared by: D Muir**

**Position: Cycling Co-ordinator**

**Created: 13/5/11**

**Last Reviewed: 27/2/19**

**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](mailto:don.muir@gloucestershire.gov.uk)  
Think Travel Team, Gloucestershire County Council, Shire Hall, Westgate St, GL1 2TH

| <b>TO BE COMPLETED BY INSTRUCTORS- please sign to say that you've read and understood the Risk Assessment</b> |      |             |      |             |      |
|---|------|-------------|------|-------------|------|
| 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**

A variety of roads and paths in the area around the school ranging from quiet small residential roads often congested with parked cars to busier through routes that can carry heavy traffic. The area, including the road outside the school, is popular with driving instructors so all riders need to be aware of the effects this may have on traffic movements. There are not many quiet standard junctions for L2 nearby but by making use of the cycle paths through the park instructors should be able to access some workable sites.

| ANY OTHER SPECIFIC HAZARD in the risk assessed area<br>(see map)  | ACTION TO BE TAKEN   |
|--|--|
| 1. The <b>Evesham Road</b> is busy and traffic can be bunched together by the traffic lights   | Only to be ridden by pupils who have demonstrated all outcomes on less challenging roads. Instructors can cross pupils using the light controlled pedestrian crossing or the tunnel in Pittville Park. If the tunnel is used pupils need to be walked through and on steep gradient on the east end. |
| 2. <b>Wellington Rd. Evesham Rd.</b> Traffic light controlled junction.  | Only to be taught and ridden as an extension activity for pupils who have demonstrated all outcomes at standard junctions  |
| 3. The <b>Clarence Square/Monson Avenue/St Pauls Road</b> junction is an unusual layout which could be confusing                                   | Instructors to make sure pupils have demonstrated a good understanding of more standards junctions and discuss the priorities here before riding it.   |
| 4. The area between St Pauls Church and Wellington Square is made up of narrow roads with lots of parking and some poor surfaces                   | Instructors need to be sure pupils have demonstrated a reliable overtaking technique and a clear understanding of priorities in the event of oncoming traffic.   |
| 5. <b>Swindon Lane</b> is a busier but not particularly wide road with very limited step off areas along some sections                             | Instructors need to be sure pupils have demonstrated a good road position awareness and confidence around traffic before riding here.  |
| 6. There is a mini roundabout at the junction of <b>Tommy Taylors Lane and Swindon Lane</b>  | This should only be used as an extra exercise for pupils who have demonstrated all the required outcomes on a range of standard junctions.   |
| 7. <b>Prestbury Road</b> is busier with more heavy traffic and quite a lot of parking in places  | Only to be ridden by pupils who have demonstrated all outcomes on less challenging roads. There is a light controlled crossing between Windsor St and Whaddon Rd for other to access the Whaddon area.   |

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.

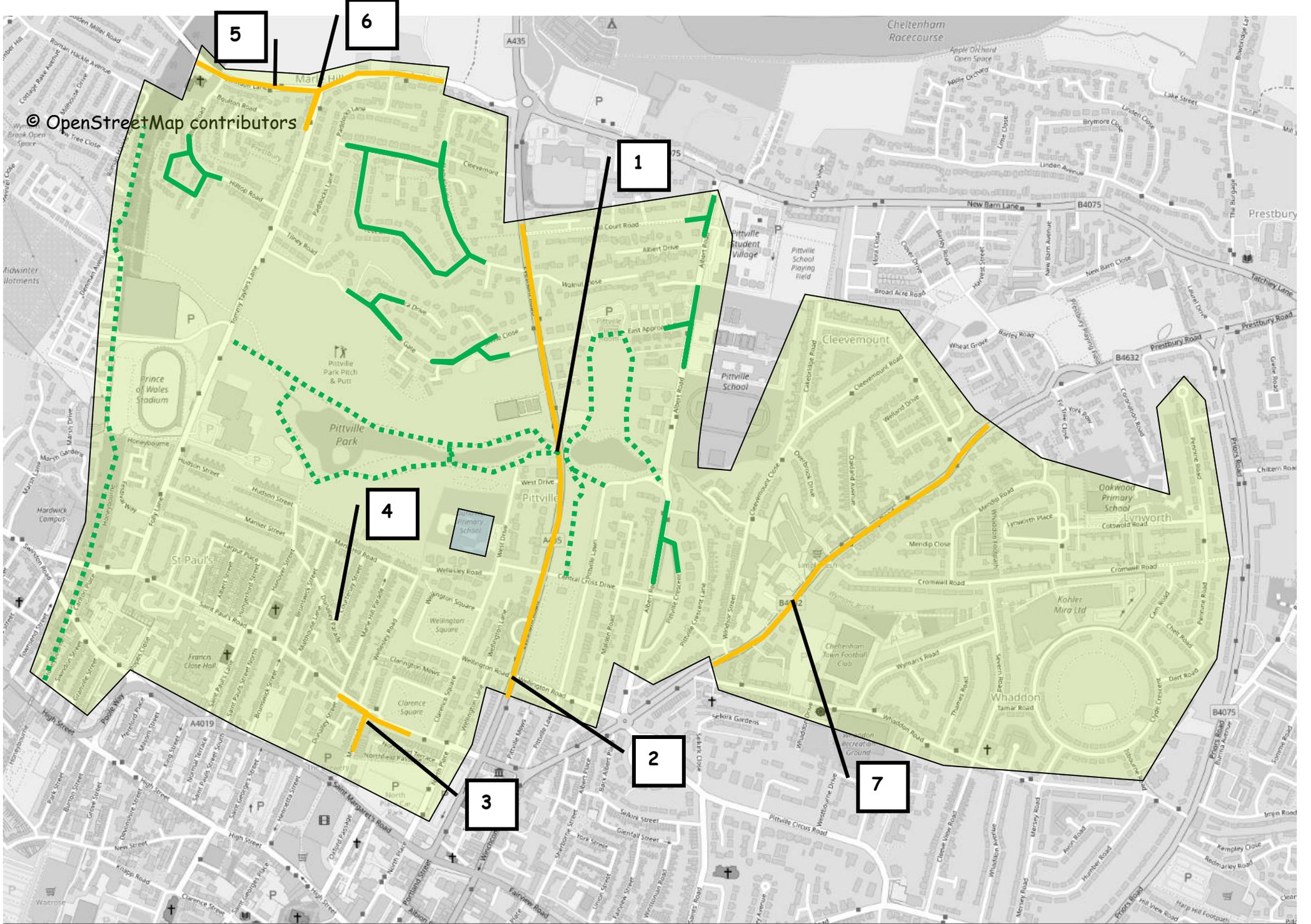
**INSTRUCTORS NOTES**

**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



5

6

1

4

2

3

7

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Cheltenham Racecourse

Prince of Wales Stadium

Pittville Park

St Paul's

Primary School

Pittville

Pittville School

Cleevemount

Whaddon

Oakwood Primary School

Prestbury