

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, 1:2 for L3. 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: Thomas Keeble

Risk assessment Prepared by: D Muir	Position: Cycling Co-ordinator	Created: 16/2/15	Last Reviewed: 25/3/19
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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
Think Travel 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


The Bussage village area provides ample L2 junctions and also a couple of roundabouts. The specified area avoids the steepest gradients where roads drop into the nearby valleys but there are still some significant shorter hills, particularly around the Bournes Green area which also has some very narrow lanes. This is included, along with the National Speed Limit road from Bisley to give pupils who have demonstrated sufficient awareness and control on easier roads to build their experience of a range of typical rural roads in the area. The suggested direction for this loop is anti-clockwise.

ANY OTHER SPECIFIC HAZARD in the risk assessed area (see map) 	ACTION TO BE TAKEN
1. Two sets of crossroads close to the school site	Instructors to assess pupils riding on straightforward T junctions before progressing to these
2. Two roundabouts along Tanglewood Way	As for 1 above
3. Path that seems to be de facto shared use 	Instructors to emphasise the pedestrian priority in shared space
4. Some very narrow lanes with steeper gradients, restricted views and limited step off areas.	Only to be ridden by pupils who have demonstrated sufficient control both up and down less challenging gradients. Instructors to emphasise the importance of road position to maximise views and visibility and also continued awareness, both looking and listening, while riding on such roads
5. National speed limit road with long straights and sharp bends at each end.	Again, instructors to emphasise the importance of road position and continued awareness.

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.

Suggested Route Level 2/3 (see map )

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

