



Standard Risk Assessment - Road Rides

Beacon RCC Risk Assessment Introduction

Firstly, thank you for taking the time to read this document.

It goes without saying that looking out for one and other is very important and lies central to the ethos of Beacon RCC. 'We never leave a rider behind' is a positive statement of what the club is about. Some of the things contained in this document are things that we already do or what you would consider to be common sense. There will be things as well that you may never have considered. The club does suggest members to join **British Cycling** as this will ensure 3rd party insurance for the individual rider. In order to comply with the requirements of the club's insurance with British Cycling all of these things have to be formalised into what is known as a 'Risk Assessment'.

A Risk Assessment is an important step in **protecting both our members and our Club as a whole**. Every time we ride our bikes we are exposing ourselves to various risks and the Risk Assessment helps us to focus our minds on these risks and hopefully help to reduce them.

As previously stated the club is required to have in place a Risk Assessment in order to manage and hopefully reduce or even eliminate the risks. It is not expected that the club eliminates all risk, but we are required to protect people as far as is '**reasonably practicable**'.

What is Risk Assessment?

HAZARD = something with the potential to cause harm

RISK = the chance, great or small, of coming into contact with that hazard.

This Risk Assessment is a careful examination of what, in our sport, presents a hazard and could cause harm to people. Once a hazard has been identified it is then a matter of assessing what the risk is in relation to that hazard. A grid system is then used to combine the two and give a graded level of risk LOW, MEDIUM, HIGH.



When that has been done the next stage is to think of ways to reduce / eliminate that risk. These are the control measures. Once the control measures have been implemented you are then left with the residual risk (or the risk could have been completely eliminated). The Risk Assessment can then be reviewed on a regular basis to assess a number of things e.g. are the existing control measures working, have any new hazards been identified, have any existing hazards been eliminated.

Duties of Care

As a **Committee Member and/or Ride Leader**, you have accepted the responsibility of leading others. You owe them a duty of care to ensure that they are not exposed to a foreseeable risk of injury, as far as you reasonably can. If you accept a position, you are likely to agree to carry out certain functions, which may affect the safety of others both inside and outside the club. You are accepting responsibility and you must fulfil those duties to the best of your ability without negligence. That is, you must not create a foreseeable risk of injury and you must take reasonable steps to deal with any foreseeable risk of injury, which exists or arises.

For example:

- If you are a **Committee Member**, you must implement, discharge, communicate and review the club's safety policy, risk assessments, training requirements etc.
- If you are a **Ride Leader**, you have agreed to lead a ride and you must take reasonable measures to see that the ride is as safe as it can be.

It is also important to note that individual **Members of the club** have a duty of care not only to themselves but to members of the public and to the persons with whom they are riding. The duty of care requires you to consider the consequences of your acts and omissions and to ensure that those acts and/or omissions do not give rise to a foreseeable risk of injury to any other person.

Summary

Reading this you may be thinking 'this is scary I am never going out on my bike again'. However, as stated earlier, most of this is common sense and is action that we already undertake. The key word in all of this is REASONABLE. Clearly, one is not expected to guarantee the safety of others, merely to act reasonably.



Importantly, please respect the Ride Leader. Without them, club rides would not be possible. Listen to any briefings, pay attention whilst on the road and feel free to contribute to giving comments at the end of the ride.

Please read on and make yourself familiar with the contents of this document.

If you have any questions/comments/ideas do not hesitate to contact a member of the Committee or a nominated club official.

All riders are reminded that they are responsible for their own safety; individuals take part in any group activities at their own risk. We strongly urge all riders to obtain appropriate 3rd party insurance as a minimum. It should be noted that no liability shall be attached to Beacon RCC (including its officials and members) for any injury, loss or damage suffered.

Risk Assessment: Club Road Rides

Location: All Beacon RCC Road Ride Routes

Document Reference:

Completed by: Phil Richards

Other relevant Risk Assessment: NONE

Date Completed: 31/03/2021

Next Review Date: 31/03/2022

Signed Off Date: 06/04/2021

| Activity | Hazard | Who is at risk | Level (H/M/L) | Control Measures Recommended | Residual Risk (H/M/L) | FURTHER ACTION | | |
|-------------|--|----------------|---------------|---|-----------------------|----------------------|--|--------------------|
| | | | | | | RECOMMENDED/REQUIRED | | |
| | | | | | | Y/N | what | Person Responsible |
| 1. Pre-Ride | Equipment: Conditions, accidents | Rider & Public | M | <ul style="list-style-type: none"> Cycles must be legal and roadworthy Riders to carry out pre-ride checks, brakes, frame, steering, pedals/cleats, wheels & tyres Tri-bars are not permitted on ANY club ride | L | N | | Riders |
| 2. Pre-Ride | Equipment: Clothing-Visibility, Comfort and safety | Rider | M | <ul style="list-style-type: none"> Riders to assess weather and dress appropriately Waterproof jacket/gilet to be carried when needed Recommended high visibility clothing/jacket Riders to wear approved safety helmets, these should not of been involved in a crash impact and to be changed at manufactures recommended intervals. Recommend the wearing of eye protection Mudguards are recommended during the winter months | L | Y | Local or Met Office weather forecast | Riders |
| 3. Pre-Ride | Covid-19 (Coronavirus) | Rider & Public | H | <ul style="list-style-type: none"> Riders shall not attend any club rides if they have any symptoms of Covid-19 or in any phase of isolation. Each ride group to have their own meeting place in the Black Horse car park to ensure social distancing (2m) is achievable. 2m social distancing between riders will be maintained. If any rider displays symptoms they will be asked to return home immediately. Ride Leaders shall post the list of all riders in the group to the Beacon RCC Message Board to assist in track and trace should any person subsequently advise they may be at risk of Covid-19 exposure. Riders should where possible have a face covering for use for entry to shops and/or cafes. | L | Y | Ride Leaders post list of riders before starting the club ride | Ride Leaders |
| 4. Pre-Ride | Equipment: Communication, stranded | Rider | L | <ul style="list-style-type: none"> Mobile phone or money for public phone to be carried Riders to have ICE numbers either in the phone or on person/visible on top tube Riders to be familiar with route and be aware of where they are at all times | No Risk | N | Route may be available on the message board in advance | |

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| | | | | | | Y/N | what | Person Responsible |
| 5. Pre-Ride | Equipment: Food/Drink | Riders | L | <ul style="list-style-type: none"> Familiarise yourself with distance of ride prior to attending meeting point Riders responsibility to ensure they carry enough food/drink/energy gels for duration of ride Carry money to purchase food/drink | No Risk | Y | Details to be posted on message board in terms of length of ride distance and any stops See point 9 | Ride Leader Riders |
| 6. Pre-Ride | Preparation: Health | Rider | M | <ul style="list-style-type: none"> Riders to ensure they are aware of the distance/pace of the ride and are of sufficient level of fitness to complete ride Do not start any ride if you feeling unwell or you are not able to complete it. If during the ride you feel unwell, inform the Ride Leader immediately | L | N | See point 4 and 5 | |
| 7. Pre-ride | Group size/ Riders experience: Accident, traffic problems, Covid-19 | Riders and Public | L | <ul style="list-style-type: none"> Group to be split at Ride Leader's discretion, maximum of 6 riders per group during this Covid period, with changes notified by the club run Committee member Groups should be split according to ability and speed Any new riders should identify themselves to the Ride Leader and consideration should be given to allocating a 'ride buddy' Be familiar with the Highway Code (Rules 59 to 82) and particular advice on where/when to ride two abreast or single file (rule 66). Always follow any instruction given by Ride Leader 2m social distancing must be adhered to at all times | L | Y | If Ride Leader not available, Ride Leader should be chosen from regular experienced rider within the group | Club run rep Riders |
| 8. Pre-ride | New/Guest Riders | Riders and Public | M | <ul style="list-style-type: none"> Any guest/new rider must introduce him/herself to the Ride Leader | M | Y | Consider inviting a competent rider and club member to ride with guest. Rider to teach ride/club | |

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| | | | | <ul style="list-style-type: none"> Guest/new rider must be conversant with the Risk Assessment and acknowledge this document before becoming a member | | | protocol during the ride (see also point 7) | |
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| | | | | | | Y/N | what | Person Responsible |
| | | | | | | 9. Pre-ride | Communication | Rider |

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|----------|--------|----------------|------------------|---------------------------------|-----------------------------|--|--------------------------|-----------------------|
| | | | | | | Y/N | what | Person Responsible |
| | | | | | | 10. Ride | Accident: Falling off | Rider |

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| | | | | <ul style="list-style-type: none"> • Only ride at a speed at which you are competent/confident particularly on descents. • Ice on the roads should be brought to the attention of the Ride Leader immediately | | | <p>Should a club ride set off and there be a risk of ice then there should be a continual dynamic risk assessment of the conditions.</p> <p>Consideration should be given to;</p> <p>a) Call ride off</p> <p>b) change the route</p> <p>c) Stick to main roads if they are clear of ice.</p> | |
| 11. Ride | 3rd Party Claim Arising From Accident /Mishap | Rider | L | <ul style="list-style-type: none"> • Beacon RCC recommends that all of its members are covered for 3rd party claims via an appropriate insurance policy e.g. British Cycling / Cycling Tourists Club | L | N | | |
| 12. Ride | Theft of cycle | Rider | M | <ul style="list-style-type: none"> • Always try and ensure that your bike is within your sight during stops. • At protracted stops e.g. café, ensure that your bike is locked to an immovable object / other bikes using a good quality /approved lock. • Ensure that you have adequate insurance cover in place covering the loss of your bike | L | Y | <p>If a theft does occur report to the police.</p> <p>Also report matter to the Secretary so that the club have record of location and circumstances for future reference.</p> | <p>Rider</p> <p>Ride Leader</p> |

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| | | | | | | Y/N | what | Person Responsible |
| 13. Ride | Stopping | Riders and Public | M | <ul style="list-style-type: none"> Always choose a safe place to stop as a group, and in particular avoid road junctions, bends and other physical road hazards. Warn riders before stopping, and keep the carriageway clear. In the event of punctures, breakdowns etc. clear the carriageway if possible, or Ride Leader to instruct the group to continue to a safe waiting place. Assess the problem and decide whether to hold up the ride or leave the affected rider with helpers and details of the route to the next stop(s). If unsure of the route, stop well before junction to consult map. Check for presence of back marker at junctions. If necessary wait for slower riders beyond the junction. | L | N | | Ride Leader Riders |
| 14. Ride | Passing horse | Riders/ Horse rider | M | <ul style="list-style-type: none"> On approach to a ridden horse, the lead rider should warn the horse and horse rider by verbal communication that a human(s) are present and behind. Thereafter proceed and pass by wide and slowly. Heed any advice given by horse rider. (Horses can be spooked by bikes, it is essential that the horse hears the human voice before it sees the bike. | L | N | | |

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| | | | | | | Y/N | what | Person Responsible |
| 15. Ride | Cycle trails | Rider and Public | M | <ul style="list-style-type: none"> Speed should be reduced on trails. Be aware of debris, litter and loose surfaces. When approaching other users, reduce speed and give a warning sound, either mechanical or vocal to warn of your presence. Dog or pet walkers may need extra time to control or distract their animal so give extra time for warning. Wildlife is more abundant on these trails and riders should be vigilant. | L | Y | See points 11,13,16 | Rider Ride Leader |
| 16. Ride | Event of accident | Riders | M | <ul style="list-style-type: none"> The group should be moved to a safe position off the road. If required, take reasonable measures to control traffic Administer first aid, if required call 999 for assistance. If injured cyclist is unable to continue, one of the group must stay with that person until assistance arrives. Ride Leader to assist any casualty in filling in an accident report form. The Committee must be informed after the event and as soon as practical | L | Y | Report to the Committee | Ride Leader |

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| 17. Ride | Road rage | Rider and Public | M | <ul style="list-style-type: none"> Stay calm – if other road users actively show aggression, try to keep your emotions in check, be mindful of your tone and body language. Don't retaliate – Refrain from shouting back or getting in to an argument. Do not touch the other person or property. Remove yourself from the situation – If harassment is persistent, remove yourself from the situation and keep your distance, take another route home or get off your bike. Report the incident – Know your rights and if you witness dangerous behaviour, report to the police. | L | N | | |
| 18. Ride | Electric bikes | Riders and public | M | <ul style="list-style-type: none"> E-bikes must have pedals that can be used to propel it. The electric motor should not be able to propel the bike when it is travelling more than 15.5 mph. (No de-restricting) The motor maximum power output shall be no more than 250watts. E-bikes must display one of the following: <ol style="list-style-type: none"> The power output or manufacturer of the motor; and The battery's voltage or maximum speed of the bike Riders should be aware of potential increased closing speeds, especially on inclines and on initial acceleration e.g. setting off from a standing start. | L | Y | Report to the Committee any safety matters that arise for from the use of E-bikes | Ride Leader |

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