



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 another is very important and is 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 helps to reduce them.

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, or 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, we 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 that 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, i.e. 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 other 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: V3

Completed by: Phil Richards

Other relevant Risk Assessment: None

Date Completed: 06/02/2023

Next Review Date: 06/02/2024

Signed Off Date: 06/02/2023

Activity	Hazard	Who is at risk	Level (H/M/L)	Control measures recommended	Residual risk (H/M/L)	FURTHER ACTION		
						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 of brakes, frame, steering, pedals/cleats, wheels and tyres. The presence of and/or the use of tri-bars are not permitted on any club ride. The one exception to this is any rider having a medical requirement for tri-bars or any variant, who will need to discuss and agree the use of them with the Committee before approval is given for them to be used. This is to align with Equality Act requirements and is line with Cycling UK advice. 	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 have been involved in a crash impact and should be changed at manufacturers' 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	Times of 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 are in any phase of isolation. Each ride group to have their own meeting place in the Black Horse car park 	L	Y	Ride Leaders post list of riders before starting the club ride	Ride Leaders

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						RECOMMENDED/REQUIRED		
						Y/N	What	Person responsible
				<p>to ensure social distancing (2m) is achievable.</p> <ul style="list-style-type: none"> • 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. 				
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 their phone or on person/visible on top tube. • Riders to be familiar with the route and be aware of where they are at all times. 	No risk	N	Route may be available on the message board in advance	
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. 	L	N	See point 4 and 5	

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				<ul style="list-style-type: none"> Do not start any ride if you are feeling unwell or you are not able to complete it. If during the ride you feel unwell, inform the ride leader immediately. 				
7. Pre-ride	Group size/riders' experience: Accident, traffic problems, Covid-19	Riders Public	L	<ul style="list-style-type: none"> Group to be split at Ride Leader's discretion (maximum of 6 riders per group during any Covid-19 period in line with guidelines at that time) with changes notified by the Club Runs Secretary. 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. 	L	Y	If Ride Leader not available, a Ride Leader should be nominated from regular experienced riders within the group	Club Runs Secretary Riders
8. Pre-ride	New/guest riders	Riders Public	M	<ul style="list-style-type: none"> Any guest/new rider must introduce him/herself to the ride leader Guest/new rider must be conversant with the Risk Assessment and acknowledge this document before becoming a member. 	M	Y	Consider inviting a competent rider and club member to ride with guest, to teach ride/club protocol during the ride (see also point 7)	
9. Pre-ride	Communication	Rider	M	Ride Leader advised to periodically undertake a pre-ride briefing for all riders to cover:	L	N		Ride Leader

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				<ul style="list-style-type: none"> An overview of the route, any stops, likely duration and distance. Any known route hazards, diversions or other considerations. Any issue relevant to the weather (wind/frost/ice). Check for presence of new members or guests. 				
10. Ride	Accident: Falling off	Rider	M	<ul style="list-style-type: none"> Pay close attention to the road surface at all times and dynamically risk-assess any changes identified, e.g. consider dismounting to cross a ford. Be aware of the calls/warnings in relation to changes in surface such as potholes and use/pay attention to these warnings. 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. 	L	Y	<p>Consideration is given to cancelling club ride if the roads are icy and publicised via the Message Board and/or social media</p> <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: a) Call ride off; b) Change the route; c) Stick to main roads if they are clear of ice.</p>	Club Runs Secretary Ride Leader

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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. from British Cycling/Cycling UK. 	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 stops, 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 the matter to the Club Runs Secretary so that the club has a record of location and circumstances for future reference</p>	<p>Rider</p> <p>Ride Leader</p>
13. Ride	Stopping	Riders 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 	L	N		<p>Ride Leader</p> <p>Riders</p>

Activity	Hazard	Who is at risk	Level (H/M/L)	Control measures recommended	Residual risk (H/M/L)	FURTHER ACTION		
						Y/N	What	Person responsible
				necessary, wait for slower riders beyond the junction.				
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 the 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		
15. Ride	Cycle trails	Rider 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. 	L	Y	Report to the Club Runs Secretary	Ride Leader

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						Y/N	What	Person responsible
				<ul style="list-style-type: none"> Ride Leader to assist any casualty in filling in an accident report form. The Club Runs Secretary must be informed after the event and as soon as is practical. 				
17. Ride	Road rage	Rider Public	M	<ul style="list-style-type: none"> Stay calm – if other road users actively show aggression, try to keep your emotions in check, and 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 their 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	Rider Public	M	<ul style="list-style-type: none"> E-bikes must have pedals that can be used to propel them. 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 250 watts. E-bikes must display one of the following: a) The power output or manufacturer of the motor; and b) The battery's voltage or maximum speed of the bike. 	L	Y	Report to the Committee any safety matters that arise from the use of E-bikes	Ride Leader

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						RECOMMENDED/REQUIRED		
						Y/N	What	Person responsible
				<ul style="list-style-type: none"> Riders should be aware of potentially increased closing speeds, especially on inclines and on initial acceleration, e.g. setting off from a standing start. 				
19. Ride	Covid-19 (Coronavirus)	Rider Public	M	<ul style="list-style-type: none"> 2m social distancing to be adhered to during rides and any stops. Maximum of 6 riders in any group until otherwise advised by the Club Runs Secretary. Do not share equipment or clothing. If anyone becomes ill with symptoms during the ride they should advise the ride leader and leave the ride immediately. Riders should cover mouths and nose with a tissue or sleeves (not hands) when coughing or sneezing. No spitting or clearing of the nose into the air. In the event of a mechanical issue, riders should fix their own bike. If this is not possible, then gloves and/or hand sanitiser should be used. In the event of a rider requiring first aid, first aiders should wear a face covering and gloves. 	L	Y	Inform the Committee if any rider leaves a ride due to Covid-19 symptoms or if any riders have subsequently reported symptoms	Ride Leader
20. Post-ride				<ul style="list-style-type: none"> Riders are encouraged to raise any issues or concerns on the message board or to the Club Runs Secretary and just as important, to talk about things that have gone well. 			Report to the Committee any matters arising from the ride	Ride Leader

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						Y/N	What	Person responsible
				<ul style="list-style-type: none"> In addition, any accidents, near misses and anything else of note must be brought to the attention of the Ride Leader if it hasn't already been done. If any rider is not comfortable doing this in front of others, then please approach a Committee member/Club official privately, via official email channels. 				