|  |
| --- |
| **Risk Assessment** |
| **Risk Assessment for the activity of** | **Mountain Bike Club Weekly Rides** | **Date** | **03/08/22** |
| **Club or Society** | **SUMBC** | **Assessor** |  |
| **President or Students’ Union staff member** | ***Alexander Cook*** | **Signed off** |  |

| ***PART A***  |
| --- |
| **(1) Risk identification** | **(2) Risk assessment** | **(3) Risk management** |
| **Hazard** | **Potential Consequences** | **Who might be harmed****(user; those nearby; those in the vicinity; members of the public)** | **Inherent** |  | **Residual** | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |  |
| Cycling on local roads on the way to Lordswood. | Getting hit by a car. | User, members of the public | **3** | **4** | **12** | **- Every member must wear a helmet when on a club ride.****-At least one member on each ride must have passed their cycling proficiency test.****-The experienced members must sandwich the rest of the club, with one leading and the other following the rest.****-Members must bring lights for winter rides unless they can be home before sundown.** | **1** | **3** | **3** |  |
| Falling off your bike in the woods | Injury to yourself | User | **3** | **4** | **12** | **- Every member must wear a helmet when on a club ride.****-At least one member of the committee must bring a first aid kit to every ride.****-The committee will advise members on what is within their capabilities.****-All members bicycles (including club bikes) should be inspected following the ‘M check’ to ensure in suitable working order.** | **2** | **2** |  |  |
| Injury due to poor trail conditions  | Injury to yourself, those in the vicinity  | User, those in the vicinity  | **2** | **4** | **8** | **-A member of committee will inspect all trails for debris/damage that may render them dangerous. When riding unknown trails, or long trails where prior inspection is not possible, an experienced committee member will lead the group at sensible speeds.** **-Members of the SUMBC will be expected to be responsible trail users, removing hazards for the benefit of others.**  | **1** | **3** |  |  |
| Collision with other trail users/animals  | Injury to yourself, injury to members of the public  | User, those in the vicinity, members of the public  | **2** | **4** | **8** | **-Responsible committee members must ensure all trails are clear of pedestrians before cycling****-Cycling in pedestrian zones should be avoided. Should such an event occur (e.g. cycling through Southampton common) riders should proceed at low speeds (<10mph)****-Lights should be used by all members in low visibility circumstances.****-All members bikes must be equipped with 2 working brakes.**  | **1** | **2** | **2** |  |
| Infection with COVID-19 | Illness, to either yourself or others (by further transmission) | User, those nearby, members of the public | **3** | **3** | **6** | **Follow university and government guidelines** |  |  |  |  |

|  |
| --- |
| ***PART B – Action Plan*** |
| **Risk Assessment Action Plan** |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** |
| 01 | Purchase lighting for club bikes | Treasurer | 30/09/22 | 28/09/22 |  |
| 02 | Service/inspect club bikes  | President/ Kit-sec | 30/09/22 | 28/09/22 |  |
| 03 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Responsible committee member signature: AC | Responsible committee member signature: |
| Print name: Alexander Cook | Date:03/08/22 | Print name: | Date |

**Assessment Guidance**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Eliminate
 | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute
 | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls
 | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls
 | Examples: training, supervision, signage |  |
| 1. Personal protection
 | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** |

|  |  |
| --- | --- |
| Impact | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered.  |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support.  |
| 4 | Major  | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.  |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

|  |
| --- |
| Likelihood |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |