

Risk Assessment Form for Ride Leaders

Whilst leaders have to be conscious of safety at all times and constantly evaluate risk, it must be recognised that it is not possible or indeed desirable to entirely remove all risk from cycling activities. The main factor in managing risk is the quality, experience and judgment of the leader, whose purpose it is to ensure that consequences are acceptable. Leaders are expected to make decisions in the best interest of their clients and whilst they are required to be mindful of guidelines and standards of accepted practice, no attempt is made to interfere with their on the spot judgement.

Activity			
Activity	Type of activity: Mitre Sunday led club ride		
	Date of activity: First and Third Sunday of each month		
	Leading Environment: On road and cycle paths	Start time: 09:30am	Estimated finish time: 13:00pm
	Estimated no: 16 (two groups, each with allocated ride leaders, Come and Try It at 12 to 14mph and Steady Social at 14 to 16mph)		
Leader 1	Name: Rota of ride leaders	Telephone: On leader list at page 3	
Leader 2	Name: Rota of ride leaders	Telephone: On leader list at page 3	
<input checked="" type="checkbox"/> Tick here to confirm that the leaders are appropriately briefed			
Signature: <i>Alison Lewis</i>		Date: 24th October 2019	

Hazard description	People at risk	Control measures	Notes
Fall from cycle	Riders, leaders	Riders wearing suitable and properly adjusted helmets. Route chosen carefully with regard to the group, skill level, gradients and terrain. Group briefed to cope with identified hazards.	Briefing at St. Ann's Well Garden café before departure (see appendix). Ride leaders pause & brief as appropriate en-route.
Collision between two or more riders	Riders	Clear instructions on spacing, particularly when going downhill; encourage communication with others in group, verbally and with hand signals.	Briefing at St. Ann's Well Garden café before departure (see appendix). Ride leaders pause & brief as appropriate en route.
Traffic accident	Riders, leaders, members of the public	Clear instructions on speed, formation, spacing, signals and communication. Group briefed on problems of on-road sections and of dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists). Second ride leader and experienced Mitre members deployed appropriately throughout the group.	Briefing at St. Ann's Well Garden café before departure (see appendix). Ride leaders pause & brief as appropriate en route.
Road Junctions, (Traffic Lights, Cross Roads, Roundabouts, Multi Lane Junctions)	Riders, leaders, members of the public	Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Brief group on dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists. Deploy second ride leader and experienced Mitre members appropriately throughout the group.	Briefing at St. Ann's Well Garden café before departure (see appendix). Ride leaders brief as appropriate en route.

Narrow Lanes / Roads	Riders, leaders, members of the public	Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Brief group on dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists. Ride leader to instruct group to single down where appropriate.	Briefing at St. Ann's Well Garden café before departure (see appendix). Ride leaders pause & brief as appropriate en route.
Canal Tow Paths	Riders, leaders, members of the public	Clear instructions on spacing, formation and positioning; encourage communication with others in group verbally and with hand signals etc. Brief group on dangers presented by others e.g. pedestrians, animals and other cyclists and on how to ride socially responsible.	Not appropriate - No canals on the Sunday Mitre Ride routes
Mechanical breakdown	Riders, leaders	Bikes maintained adequately for intended ride. Leader to carry spares and tools.	Ride leaders get group to carry out quick bike check ('M Check') as part of the briefing at café.
Medical emergency	Riders, leaders	Riders complete signing in form with emergency contact details. Emergency procedures in place. Ride leaders made aware of emergency procedures.	Ensure ride leaders take sign in sheet or photo of it out with them on the ride.
Adverse weather conditions	Riders, leaders	Current forecast checked, advice given on appropriate gear and clothing, check gear immediately prior to ride. Have alternative routes in mind, modify/shorten if necessary. Ride cancelled if weather considered unsafe (ice, high winds)	If weather on the Sunday looking dodgy, include a note in the Friday evening post on facebook about the ride.
Navigational error	Riders, leaders	Appropriate ride leader training in use of map, compass and cycle computer. These items to be carried, if possible.	
Group separation/ missing group member(s)	Riders	Clear instructions to riders. Supervision of both head and tail of group (either two ride leaders, or solo ride leader regularly changes position in group). Ride leaders to remain in contact regularly when there are two ride leaders for a group.	Include in rider briefing at St. Ann's Well Garden Café.

Brighton Mitre CC Sunday Ride Leader Information

Women

Name	Email	Mobile phone
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