

Croston Velo Cycling Club Risk Assessment: Road Rides

Introduction

As a club, our aim is to have safe and enjoyable rides for all. To help ensure this and in order to comply with the requirements of the club's insurance with British Cycling, the Club has drawn up 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 all our minds on these risks and help to reduce them.

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

When you are riding with Croston Velo, it is 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. **To act, at all times, with REASONABLE care.**

- **All riders are reminded that they are responsible for their own safety and individuals take part in any group activities at their own risk.**
- **We strongly advise all riders to obtain appropriate 3rd party insurance as a minimum.**
- **It should be noted that no liability shall be attached to the Croston Velo Cycling Club (including its officials, members or designated lead) for any injury, loss or damage suffered.**

Risk Assessment – Club Road Rides	Location – All CV Road Ride Routes
Completed by – The Committee Date Completed – November 2019 Review Date Signed off date (Committee)	

Activity	Hazard	Who is at Risk	Initial Risk	Control Measures	Residual Risk	Further Action		
						Y/N	What	Contact
Pre-Ride	Equipment: breakdown, stranded	Rider	L	It is suggested that each rider carries a minimum tool kit comprising: Method of tyre inflation At least 1 spare inner tube Two tyre levers Multi tool Chain splitter	L	N		
Pre-ride	Equipment : condition accident	Rider and Public	M	Cycles must be legal and roadworthy Riders to inspect their cycle prior to ride Riders to ensure their bike is regularly serviced and/or maintained Tri-bars are not permitted on any club rides	L	N		
Pre-ride	Equipment: clothing – visibility, comfort and safety	Rider	M	Riders to assess weather conditions and dress/prepare appropriately High visibility clothing recommended for evening/night rides Helmets are mandatory when riding Suitable eye protection is advised Mud guards are highly recommended during the winter months	L	Y	If mudguards are not fitted then rider should ride at the rear of the group	

Pre-ride	Equipment: communication, stranded	Rider	L	Mobile phone and money to be carried Riders to have ICE numbers on their phone or about their person Riders to be familiar with the route and aware of where they are	No Risk	N		
Pre-ride	Equipment: food/drink	Rider	L	Familiarise yourself with the distance of the ride you are attending Riders have responsibility for ensuring they have sufficient drink/food/energy gels for the duration of the ride Carry money to purchase food/drink	No Risk	N	Route available on club website, WhatsApp	
Pre-ride	Preparation: Health	Rider	M	Riders to ensure they are aware of the distance/pace of the ride to be undertaken and are of a sufficient level of fitness to complete the ride Do not start a ride if you are feeling unwell or do not think you are able to complete it If during the ride you feel unwell inform the other members of the group immediately	L	N		
Pre-ride	Group size/ Rider experience, accident, traffic problems	Rider and Public	L	Groups should be split into anticipated ave.road speed Any new riders should be identified to group members Be familiar with the Highway Code (Rules 59 to 82) and in particular advice on where/when to ride two abreast or single file (Rule 66) Always follow any instruction given by the designated lead	L	Y	Designated ride leads can be selected from regular experienced riders within the group	
Pre-ride	Winter Night-time Group Rides	Rider and Public	M	Please read the winter ride etiquette published on the club website Group size should not exceed 8 Speed should reflect the conditions Mudguards are highly recommended Consider fitting proper winter tyres Increase gap between riders Carry spare lights	L	N		

Pre-ride	New/Guest riders	Rider and Public	M	<p>New members should ideally if possible contact the club in advance</p> <p>Guest/new riders must be conversant with this document before becoming a member</p>	M	Y	Direct to read document on website	
Pre-ride	Communication	Rider	M	<p>An overview of the route, likely duration, distance and average speed</p> <p>Any known route hazards, diversions or other considerations</p> <p>Any issue relevant to the weather (wind/frost/ice/surface water)</p> <p>Check for presence of new members or guests</p>	L	N		
Ride	Collision/Accident – in the group	Rider	M	<p>Ensure cycle is properly maintained(see previous)</p> <p>All riders to be conversant with group ride calls, hand signals and warnings and ensure these are passed along the line</p> <p>British Cycling advise that if you are not confident with hand signals (the safest place for your hands is on the bars) then shout a warning of a hazard</p> <p>Ride smoothly and considerately, be aware of those around you, brake smoothly</p> <p>Concentrate at all times and anticipate changing road conditions</p> <p>When negotiating unforeseen road conditions (such as potholes) riders should be aware that their actions impact others</p> <p>Ride slightly to one side of the wheel in front and with sufficient safe gap if not confident/competent to ride immediately behind the wheel in front</p> <p>Do NOT let your front wheel overlap that of the rear wheel of the bike in front</p> <p>When riding two abreast maintain an even pace and do not speed up when another rider draws level (do not 'half wheel')</p>	L	Y	<p>Pre ride briefing</p> <p>New riders given a buddy (experienced rider)</p> <p>Consider a rider skills session</p>	Committee

Ride	Collision/Accident – motor vehicle/other road users	Rider and Public	H	<p>Riders will conform to the Road Traffic Act and follow the advice of the Highway Code at all times</p> <p>Riders will obey all traffic signals and signs</p> <p>At times of poor visibility, wear bright clothing and use cycle lights as required</p> <p>All riders to continually assess traffic conditions, driver attitudes and carry out dynamic risk assessments, e.g. pull over to regroup if caught in traffic</p> <p>Should the need to stop arise e.g. mechanical, regroup, then a place must be found sufficiently off the road to allow safe passage of traffic</p> <p>Riders to warn of approaching/ vehicles behind using known calls</p>	M	Y	All accidents to be reported as per the Road Traffic Act and to the committee. An accident report should detail the circumstances	Rider
Ride	Accident: falling off	Rider	M	<p>Pay close attention to the road surface at all times and dynamically risk assess and changes identified</p> <p>Be aware of the calls, warnings in relation to changes in surface</p> <p>Only ride at a speed at which you are competent/confident particularly on descents</p> <p>Ice on the road should be brought to the attention of all riders immediately</p>	L	Y	<p>Consideration given to cancelling club rides if the conditions are icy, weather warnings issued</p> <p>Should conditions deteriorate on the ride there should be continual dynamic risk assessment of the conditions; e.g. Call the ride off</p> <p>Change the route</p> <p>Stick to main roads if they are clear</p>	
Ride	3 rd Party Claim – arising from accident/mishap-financial loss	Rider	L	CV strongly recommends that all of its members are covered for 3 rd party claims via and appropriate insurance policy e.g. British Cycling etc	No Risk	N		

Ride	Theft of Cycle	Riders	M	Always ensure your bike is within your sight during stops At protracted stops e.g. cafe, ensure your bike is locked to an immovable object or other bikes Ensure you have adequate insurance cover in place covering the loss of your bike	L	Y	If theft occurs report to Police	Rider
Ride	Stopping	Rider and Public	M	Always choose a safe place to stop as a group, and avoid road junctions, bends and other physical road hazards. Warn riders before stopping and keep the carriageway clear. In the event of punctures, mechanicals etc, keep the carriage way clear or 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 next stop. If necessary wait for slower riders beyond the junction	L	N		
Ride	Passing Horses	Rider and Public	M	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 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		
Post Ride				Riders are encouraged to raise any issues or concerns and just as importantly to talk about things that have gone well.		Y	If it is felt necessary report to the committee any matters arising from the ride.	