

Hazard	What are the risks & potential injuries?	Who is at risk?	What are the controls and actions? (use numbers)	Controlled Severity	Controlled Likelihood	Controlled Risk Rating	Who is responsible for the control?
Area of Activity : Set-up							

Crashes, impacts and falls	Minor to major physical injuries (including but not limited to broken bones, concussions, cuts, scrapes) caused by falling from bike, being hit by other vehicles,	All members and members of public in immediate vicinity	1) All members are required to wear an appropriate helmet fitted correctly to their head, at all times while riding and in line with British Cycling guidelines 2) High visibility clothing will be worn where possible to reduce the probability of vehicle / pedestrian impact, this may include brightly coloured jerseys and/or reflective strips	5	3	10	1) Ride leaders responsible for carrying first aid kit on all rides.
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	<p>hitting objects or bike failure</p> <p>Property damage</p>		<ol style="list-style-type: none"> <li>3) All bikes will be maintained to a good standard, and using the British Cycling 'M' approach prior to each ride</li> <li>4) Off road riding may require additional protection such as specialist helmets, elbow pads, knee pads etc, which must be discussed prior to the ride</li> <li>5) A ride brief must be given to all members prior to the ride including relevant advice about weather conditions, terrain, difficulty and necessary equipment, to ensure they are properly equipped and technically / physically fit enough</li> <li>6) Technical areas off road may need to be walked prior to riding</li> <li>7) All rides will have at least one qualified first aider (8 hour emergency outdoor first aid course required for on road events, 16 hour emergency outdoor first aid required for mountain bike events) and at least one first aid kit</li> <li>8) Lights to be used on all bikes in conditions where visibility is significantly reduced (fog, heavy rain, night time etc)</li> </ol>				<ol style="list-style-type: none"> <li>2) All members responsible for purchasing and maintaining personal equipment</li> <li>3) Road captain and mountain bike captain responsible for distributing information about rides prior to events</li> <li>4) All members required to be responsible for their and their colleagues behaviour and to alert all to dangers where practical</li> <li>5) Health and safety officer responsible for providing first aid training for ride leaders and maintaining first aid kits along with the Kit Officer.</li> </ol>
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Code of Practice	<ul style="list-style-type: none"> <li>High visibility clothing and lights will be used if the weather or lighting levels are poor</li> <li>A method of communicating with all members prior to the ride is necessary so that a good explanation of ride type, length, speed etc is shared with the group so they can self-select attendance</li> <li>Ride leaders will express concern to all members have the appropriate safety gear at the start of the ride</li> <li>Weather conditions used to shorten length of rides where necessary – either due to heat, cold or rain etc</li> </ul>						
Location based issues due to weather, distance, terrain etc	Heat stroke Hypothermia Exhaustion Personal injury	All members	<ol style="list-style-type: none"> <li>1) All rides will have at least one map, if this map is digital then care must be taken to ensure device is fully charged prior to the ride</li> <li>2) Mobile phones will always be carried and charged</li> <li>3) Rides in remote locations should use a second communication method that does not depend on mobile phone service</li> <li>4) Weather forecast will be gained prior to all trips</li> <li>5) Ride length altered based on weather conditions and rides cancelled if conditions are or become too poor</li> <li>6) Appropriate clothing must be worn by all riders (thermals, jackets, gloves etc in winter, shorts, short sleeve jerseys etc in summer, waterproof layers in rain)</li> <li>7) At least one foil blanket to be carried on all road rides as part of first aid kit</li> <li>8) All mountain bike rides to carry an emergency shelter</li> <li>9) Sun cream to be used in hot conditions</li> </ol>	4	3	12	<ol style="list-style-type: none"> <li>1) Road captain and mountain bike captain responsible for obtaining weather forecast and altering ride plan if needed</li> <li>2) Ride leaders responsible for carrying map, carrying foil blanket, altering route during a ride and advising all riders on having appropriate clothing and communication prior to ride</li> </ol> <p>Ride leaders will turn away those</p>

			10)What 3 words application to be installed on at least one device on every ride to be used for emergency location				who do not have suitable clothing or protection for the weather. ie, jackets or suncream
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Code of Practice	<ul style="list-style-type: none"> <li>Weather forecasts gained prior to trips</li> <li>Rides altered or cancelled based on conditions and anticipated conditions</li> <li>Off road trips into higher areas must be controlled to same level as if on a walking expedition</li> <li>All riders must carry spare clothing and equipment appropriate to the ride length, area, altitude and ride brief</li> </ul>						
Equipment failure	Loss of control of bike leading to personal injury	All members	1) All riders should carry spare parts for their bike and have knowledge of how to install them 2) All rides will have at least 2 spare inner tubes, hand pump or alternative method of inflation and 2 tyre levers 3) Tool kit to be carried on all rides sufficient to perform basic repairs 4) All bikes must be properly maintained 5) Club bikes to be maintained by the Kit Officer 6) Offroad riders should be aware of their equipment's intended usage and limitations to avoid unnecessary risk.	5	3	15	1) All members responsible for carrying spare parts for their bike and learning how to install them prior to the ride

[illegible]

Code of Practice	<ul style="list-style-type: none"> <li>Each member to ensure their bike is road worthy prior to each ride</li> <li>Ride leaders will check that someone is carrying spare tools, tubes, etc to enable running repairs to group equipment</li> <li>Ride leaders to undertake brief check of bikes prior to each ride for obvious signs of good repair / condition and undertake a more in-depth approach if deemed necessary</li> <li>All unsafe bikes and riders to be refused participation until such time as their bikes are road worthy or offered a club bike if they are available</li> </ul>						
Rider experience and technique	Exhaustion Loss of control of bike	All members	1) Riders to report all relevant medical conditions to exec at start of each year to allow additional precautions to be taken where relevant	4	3	12	1) All members are responsible for understanding their own ability and participating

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<b>Area of Activity:</b>							
Trips and socials	Alcohol poisoning Drunken behaviour leading to slips and falls Cuts, bruises Vomiting	All members	1) One Exec member (per 20 members in Lancaster, per 10 members outside Lancaster) will stay sober (within drink driving limit) on socials to supervise the group. 2) Members must drink sensibly, and poor behaviour identified and acted upon at an early stage. 3) Continuing poor behaviour could lead to the removal of members from the club 4) LUSU guidance for socials and trips must be followed at all times 5) A first aider will be present on all trips and where possible, all socials 6) Licenses, MOT and insurance of all drivers and cars used for club trips must be recorded	3	3	9	1) All members responsible for their own behaviour and drinking safely 2) Exec members responsible for monitoring member behaviour and acting upon it where necessary 3) Social secretary responsible for ensuring all socials are conducted in a safe and sensible manner 4)
<b>Code of Practice</b>	<ul style="list-style-type: none"> <li>Only members with clean driving licences may drive on club trips. Licences of all drivers will be checked by the exec</li> <li>The drivers of private cars must produce valid insurance and MOT to the exec before using their cars on any club trips</li> </ul>						



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Code of Practice	<ul style="list-style-type: none"> <li>Getting lost and route following</li> <li>Ride leaders should do head counts at the start/end and each time the group stops at major junctions.</li> <li>Follow the control measures if someone gets lost</li> </ul>						
Location based issues due to weather, distance, terrain etc	Heat stroke Hypothermia Exhaustion Personal injury Dehydration	All members	11) All rides will have at least one map, if this map is digital then care must be taken to ensure device is fully charged prior to the ride 12) Mobile phones will always be carried and charged 13) Rides in remote locations should use a second communication method that does not depend on mobile phone service 14) Weather forecast will be gained prior to all trips 15) Ride length altered based on weather conditions and rides cancelled if conditions are or become too poor 16) Appropriate clothing must be worn by all riders (thermals, jackets, gloves etc in winter, shorts, short sleeve jerseys etc in summer, waterproof layers in rain) 17) At least one foil blanket to be carried on all road rides as part of first aid kit 18) All mountain bike rides to carry an emergency shelter 19) Sun cream to be used in hot conditions	4	3	12	3) Road captain and mountain bike captain responsible for obtaining weather forecast and altering ride plan if needed  4) Ride leaders responsible for carrying map, carrying foil blanket, altering route during a ride and advising all riders on having appropriate clothing and communication prior to ride  Ride leaders will turn away those who do not have suitable clothing or protection for

			<p>20) What 3 word application to be installed on at least one device on every ride to be used for emergency location</p> <p>21) A head count should be done at the start, end and at major junctions throughout the ride.</p> <p>22) Members should be reminded to hydrate during the ride.</p> <p>Control measures (what happens if someone gets lost)</p> <p>1) Group stops</p> <p>2) Try contact missing person via phone</p> <p>3) Retrace route to find them</p> <p>4) Escalate after 30min (see general code of practice)</p> <p>Resume when member rejoins group or has agreed to leave.</p>				<p>the weather. i.e., jackets or sunscreen</p> <p>5) Ride leaders are responsible for doing headcounts to make sure everyone is present, and carrying out the control measures.</p> <p>6) Ride leaders are responsible for reminding members to hydrate during the ride.</p>
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## Sign Off

The undersigned believe this assessment to cover all significant risks associated with the above activity and accept their responsibilities for ensuring associated controls are in place

Authorisation			
Position	Print Name	Sign	Date

President	Holly Bradbrook	HBradbrookz.	27/09/2025
Mountain Bike Health and Safety Officer	Jake Duke-Parker	Jake DP	25/09/2025
Road Health and Safety Officer	Joseph Dimambro-Denson	JDD	25/09/2025

Please detail how this risk assessment will be communicated to all parties who must comply:

Communication			
Who needs to understand this assessment?	How will this be communicated to them?	Person Responsible	Date
Members	Risk assessment and code of practice will be distributed	President: Holly Bradbrook Mountain Bike Health and Safety Officer: Jake Duke-Parker Road Health and Safety Officer: Joseph Dimambro-Denson	

## Risk Rating Guide

Below is a simple guide to help risk assessors determine the risk rating of each hazard identified.

A Risk Assessment should be 'Suitable and Sufficient'. That is to say:

- ☐ It should identify the risks arising in connection with the activity.
- ☐ The level of detail included should be proportionate to the risk.
- ☐ It must consider all those who might be affected i.e. staff, students, etc.
- ☐ It should be appropriate to the activity and should identify the period of time for which it is to remain valid. **Risk =**

### Likelihood X Severity

Likelihood		The Severity		
Very Unlikely	0	No Action	No injury	0
Unlikely	1	First Aider	Bruising, minor cuts, grazes	1
Possible	2	Doctor	Strains, Sprains, concussion	2
Likely	3	A & E 1	Loss of consciousness, blood loss, burns, breaks or injury resulting in Visit to A&E. Other non-permanent chemical effects. Corrosive toxic, flammable substances, mild chemical irritation of eyes or skin. Harmful, irritant substances	3
Very Likely	4	A & E 2	Permanent /partial/total disablement or other reportable injury/disease	4
Certain	5	Death	Single Death or Multiple Death	5

Likelihood	Severity						Risk Rating	Score	Action
	Death	A&E2	A&E1	Nurs e Unit	First Aider	No Action			
<b>Certain</b>	25	20	15	10	5	0	Trivial Risk	0 - 2	No further action required unless incidents occur
<b>Very Likely</b>	20	16	12	8	4	0	Low Risk	3 - 4	No additional controls may be needed overall, but specific hazards may be reduced. Monitoring is required to ensure controls are maintained. Review if an incident occurs or more effective controls become available.
<b>Likely</b>	15	12	9	6	3	0	Moderate Risk	5 - 10	Efforts should be made to reduce the risk over a defined period of time.
<b>Possible</b>	10	8	6	4	2	0	High Risk	12 - 16	Work should not be started until the risk has been reduced. If work is in progress Urgent action should be taken to reduce or control risks.
							Intolerable Risk	20 - 25	The activity should cease until risks have been reduced to an acceptable level.

Unlikely	5	4	3	2	1	0
Very Unlikely	0	0	0	0	0	0