

Group Risk Assessment

Event/Group Details	
Group Name	Cycling Club
Date Of Activity	May 2025
Risk Assessment Review Date	May 2026
Ongoing Assessment	
<p>The Risk Assessment process <u>must</u> be 'on-going' and 'dynamic'.</p> <p>In other words, professional judgements and decisions regarding safety will need to be made <u>during</u> the activity. If the control measures aren't sufficient, the activity must not proceed.</p> <p>All personnel involved with the running of the event must receive very clear guidance and instructions for the management of the event and be very clear about their own roles and responsibilities for each aspect of the event and carry these out under the guidance given.</p> <p>The whole team must be told that under no circumstances are they to admit liability in case of any accidents; all incidents or questions involving insurance must be referred to LUSU the next day.</p>	

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	<p>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</p> <p>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</p>	5	3	10	1) Ride leaders responsible for carrying first aid kit on all rides.
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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?
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	<p>hitting objects or bike failure</p> <p>Property damage</p>	<p>3) All bikes will be maintained to a good standard, and using the British Cycling 'M' approach prior to each ride</p> <p>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</p> <p>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</p> <p>6) Technical areas off road may need to be walked prior to riding</p> <p>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</p> <p>8) Lights to be used on all bikes in conditions where visibility is significantly reduced (fog, heavy rain, night time etc)</p>			<p>2) All members responsible for purchasing and maintaining personal equipment</p> <p>3) Road captain and mountain bike captain responsible for distributing information about rides prior to events</p> <p>4) All members required to be responsible for their and their colleagues behaviour and to alert all to dangers where practical</p> <p>5) Health and safety officer responsible for providing first aid training for ride leaders and maintaining first aid kits along with the Kit Officer.</p>
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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?
Code of Practice	<ul style="list-style-type: none"> High visibility clothing and lights will be used if the weather or lighting levels are poor 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 Ride leaders will express concern to all members have the appropriate safety gear at the start of the ride Weather conditions used to shorten length of rides where necessary – either due to heat, cold or rain etc 						
Location based issues due to weather, distance, terrain etc	Heat stroke Hypothermia Exhaustion Personal injury	All members	<ol style="list-style-type: none"> 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 Mobile phones will always be carried and charged Rides in remote locations should use a second communication method that does not depend on mobile phone service Weather forecast will be gained prior to all trips Ride length altered based on weather conditions and rides cancelled if conditions are or become too poor 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) At least one foil blanket to be carried on all road rides as part of first aid kit All mountain bike rides to carry an emergency shelter Sun cream to be used in hot conditions 	4	3	12	<p>1) Road captain and mountain bike captain responsible for obtaining weather forecast and altering ride plan if needed</p> <p>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</p> <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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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	for the responsible control?
Code of Practice	<ul style="list-style-type: none"> Weather forecasts gained prior to trips Rides altered or cancelled based on conditions and anticipated conditions Off road trips into higher areas must be controlled to same level as if on a walking expedition All riders must carry spare clothing and equipment appropriate to the ride length, area, altitude and ride brief 						
Equipment failure	Loss of control of bike leading to personal injury	All members	<ol style="list-style-type: none"> 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

							<ul style="list-style-type: none">2) Ride leaders responsible for ensuring tools and puncture repair kits are carried and checking all bikes are in good condition prior to ride.3) Ride leaders turn riders away if their equipment has major mechanical problems and is not suitable to ride with.4) All members responsible for considering if their equipment is suitable for the severity of the terrain before attempting a feature/section/trail.
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Code of Practice	<ul style="list-style-type: none"> Each member to ensure their bike is road worthy prior to each ride Ride leaders will check that someone is carrying spare tools, tubes, etc to enable running repairs to group equipment <ul style="list-style-type: none"> 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 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 						
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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	Collisions and/or falling from bike		<p>2) Considerate behaviour around other road / path users required – and all riders to follow the Highway Code / off road cycle code and instructions from ride leaders</p> <p>3) All members to participate in rides designed for their ability based on experience, technical skill, fitness and condition</p> <p>4) Ride leaders should always be at the head and tail of each group for social and medium rides.</p> <p>5) Food and spare water required to be carried by all members on all rides</p> <p>6) Ride 'shouts' and alerts to be explained to all members – covering obstacles, pedestrians, potholes etc and in line with good practice</p> <p>7) If ride leaders consider a rider to be unsuitable for a ride, then they will raise concerns with the Exec to be discussed at a later date. Rides leaders have the right to turn people away if they are not deemed safe to ride.</p>				<p>in rides suitable for them and reporting all relevant medical conditions</p> <p>2) Road captain and mountain bike captain must outline difficulty of rides prior to the ride</p> <p>3) Ride leaders responsible for raising concerns about riders' competency and ensuring all riders are informed about communication on rides</p>
Code of Practice			<ul style="list-style-type: none"> • Poor riding practice to be immediately raised with rider showing poor riding sense or poor road awareness • Continued bad practice to require removal from club activities • Medical issues must be made known to club exec to enable them to take additional precautions and to have sufficient awareness should an issue arise • Less experienced members to be reminded to eat and drink regularly to reduce fatigue issues • Ride leaders to watch for signs of exhaustion in all other members • Newer riders to be reminded about sudden braking / changes of direction at the start of each ride and throughout the ride where such actions are anticipated by Ride Leaders • Stops may need to be pre-programmed into the ride to allow for less experienced members to take a break and to eat / drink • Night rides are exclusively for experienced members, which is up to the discretion of ride leaders. 				

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Code of Practice			<ul style="list-style-type: none"> Getting lost and route following Ride leaders should do head counts at the start/end and each time the group stops at major junctions. Follow the control measures if someone gets lost 				
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 words 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> <ol style="list-style-type: none"> 1) Group stops 2) Try contact missing person via phone 3) Retrace route to find them 4) Escalate after 30min (see general code of practice) <p>Resume when member rejoins group or has agreed to leave.</p>				<p>the weather. i.e., jackets or suncream</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
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President	Holly Bradbrook	HBradbrook.	27/09/2025
Mountain Bike Health and Safety Officer	Jake Duke-Parker		25/09/2025
Road Health and Safety Officer	Joseph Dimambro-Denson		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	Trivial Risk	0 - 2	No further action required unless incidents occur
Certain	25	20	15	10	5	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.
Very Likely	20	16	12	8	4	0	Moderate Risk	5 - 10	Efforts should be made to reduce the risk over a defined period of time.
Likely	15	12	9	6	3	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.
Possible	10	8	6	4	2	0	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