

Led Ride Risk Assessment and Plan

This risk assessment addresses the specific hazards associated with this led ride. Generic risk assessment RA26 (Bike Rides) identifies and informs the standard operating requirements for planning and managing led rides. RA26 is available on the H&S pages of Susnet and Volunteernet.

Ride/route description	Mosshead local routes	Ride date(s)	02/05/2019					
Start location	Mosshead Primary	End Location	West Highland way / BMX					
Length of ride		Suitability	Novice	Yes	Intermediate		Experienced	
Nearest A&E Hospital	GRI							

Ride Staff				
Name	Role	Contact telephone number	Training requirements/competence checked	Tick Y/N
Danny McPhelim	Ride Manager	07595245616	Y	Y
Sustrans Volunteer	Ride Leader		Y	Y
Sustrans Volunteer	Ride Assistant		Y	Y
Danny McPhelim	First Aider		Y	Y
Danny McPhelim	Mechanic		Y	Y

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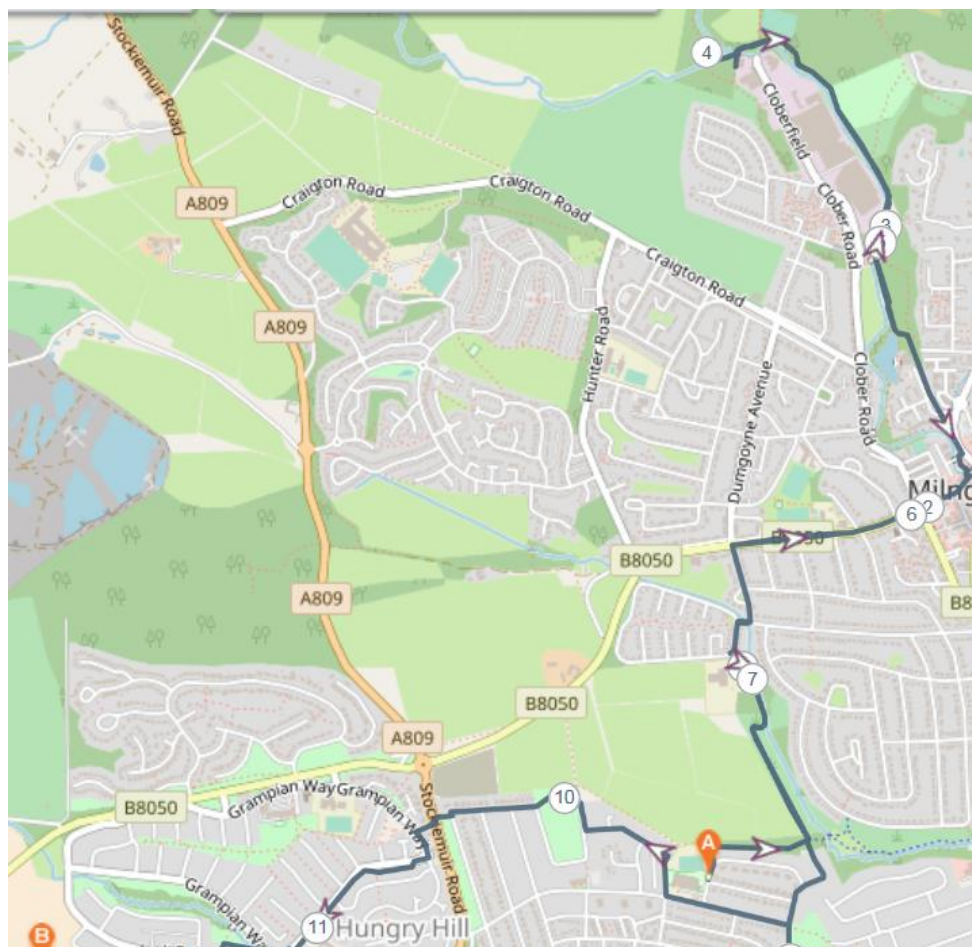
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	Y
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Sustrans out of hours emergency telephone number 0844 848 0226

Insert a map of the route annotated with identified route hazards and the control measures to be implemented. Include any other relevant information relevant to this ride (e.g. rest stops, cafes etc.).

www.plotaroute.com/route/803678



Co

Uncommon route hazards identified and control measures to be implemented (refer to route map).

Location	Hazard	Additional controls to be implemented	* Risk Rating		
			P	S	R
Contingency arrangements					

***Residual risk after controls are implemented – Probability (P), Severity (S), Risk (R), $P \times S = R$.**

You should reduce residual risk ratings to as low as is reasonably practicable. If your residual risk rating is greater than four you will need to introduce further controls to bring the risks down to an acceptable level. Marginal risks (2 – 4) will require a higher level of monitoring to ensure that they remain acceptable. The Sustrans Risk Quantification Model is at the end of this document and further information can be found in Risk Assessment Procedure (H&S/PRO/02).

Assessment and plan completed by			
Name	Danny McPhelim	Date	18/02/19
Approval			
By implementing this plan, I am satisfied that the Health and Safety risks associated with the event will be reduced to an acceptable level.			
Name	Thomas McLaren	Date	

Led ride planning checklist

Advance planning requirements
<input type="checkbox"/> The route been ridden beforehand to identify exceptional hazards and controls <input type="checkbox"/> The extent and difficulty of the ride is suitable for all participants. <input type="checkbox"/> Permissions and licences have been obtained from land owners and local authorities etc. <input type="checkbox"/> Appropriate Ride Staff support ratios have been identified <input type="checkbox"/> Ride staff and participant briefing prepared <input type="checkbox"/> Participants who require additional support identified and appropriate arrangements are in place <input type="checkbox"/> Organised event notification form (for large or unusual events) has been submitted if required <input type="checkbox"/> Ride requirements including what they need to bring on the day has been communicated

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- ☐ Emergency planning procedure arrangements are in place
- ☐ The Risk Assessment and Plan has been approved
- ☐ The weather forecast has been checked

On the day, pre-ride requirements

- ☐ Participant register is completed
- ☐ Written consent obtained for children, young persons and vulnerable adults to participate. This may include if applicable, consent not to wear a helmet and/or high visibility clothing from the parent or another organisation that is acting in loco parentis
- ☐ Pre-ride checks conducted, including rider ability, bike suitability, M-check, clothing and helmet check
- ☐ Ride Staff briefing delivered
- ☐ Participant briefing delivered

Post ride requirements

- ☐ Any incidents and significant near misses are reported, including those which involve members of the public
- ☐ Feedback gathered from participants and used to evaluate future led ride plans

Participant register

Sustrans is committed to protecting your privacy and we work in full compliance with Data Protection legislation. We have never sold or bought personal data and we never will. We will only share your personal data with third parties if you give us your explicit consent to do so, or when legally required. You have the right to access and, if needed, rectify the data we have about you. Our Personal Data Protection Policy explains your rights and how we safeguard your personal data.

•By completing this form the participant is confirming they have no known medical conditions that would prevent them from participating safely.

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	Event:			Date:		
	Name*	Mobile number (this will only be used to contact you on the event)	Emergency contact (name & number.)	Email (optional) Please leave your email address and tick the box if you would like to receive Sustrans monthly enewsletter and/or be emailed about future Sustrans events in your area	Sustrans enewsletter	Future Sustrans events in your area
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

The Sustrans Risk Quantification Model

Probability (P) rating	Severity (S) rating		
	Minor (1)	Serious (2)	Major (3)
Low, may happen (1)	1	2	3
Medium, could happen (2)	2	4	6
High, will happen (3)	3	6	9

Risk categories:

Acceptable	Marginal	Moderate	Unacceptable
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