

Risk assessment

Name of activity, event, and location	8thChelmsfordScouts–Cycling	Date of risk assessment	04/06/2023,3/6/2024 2/6/2025, 2/6/26	Name of person doing this risk assessment	Victoria Carcary/ Stuart Collett
		Date of next review	8/7/2027 V0		

What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
Additional Child Protection	Young People	- Participants briefed on safety issues. - Young people are at least in pairs. - The leaders will be out on the course offering instruction, encouragement, and support. - Adult leader/helper is available at key junctions.	
Roads and Traffic Collision with other traffic, due to inexperience of road use and equipment	All	- Instruction and training of riders plus careful supervision on the trip itself. - Use of High Visibility jackets/vests. - Avoid cycling at night or dusk. - Compulsory and proper use of cycle helmets by everyone with a bike.. - Use dedicated cycle paths away from other traffic where possible. Route planned to avoid travel along roads. Any road crossings, to be supervised by a leader.	
Collision with each other	All	All warned to keep their distance, and not to ride recklessly especially downhill.	
Losing members	All	- Ride in single file or pairs (according to the road) using Leaders at the front and back of the Group. - A sensible group size cycling together - Occasionally stop and have a head count – use a list or register if necessary.	

You can find more information in the Safety checklist for leaders and at scouts.org.uk/safety

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		- Told to stay together and look after each other- not to race ahead and leave the slower ones behind – should always be able to see the rider in front. - Adult riders available near the front and at the rear of the group.	
Equipment Bike may have faults resulting in mechanical failure at a dangerous moment.	All cyclists and others nearby	- Bicycle maintenance night to raise awareness of safety issues. - Parents asked beforehand to make sure bikes are sound. - Bike checks before setting off on the trip. - Daily checks if the trip is more than one day.	
Weather Conditions Too hot / cold / wet Dangerous / slippery road conditions due to rain or ice	All	- Ensure the correct clothing, including waterproofs are advised and carried on the day. Check before setting off. - Check the condition of tyres and brakes. - Consider & control the speed of the group. - Postpone the event if necessary.	
Assembly - Route planning / awareness's	Leaders	- Route planned in advance, to minimise risk. - Home contact to be aware of route	
Bike/rider suitability	All	- Bikes may be unsuitable or YP may not actually be able to ride them safely. When we meet, parents not to leave until a leader has confirmed - That the bike is of a reasonable size, that the brakes are functional, tyres look in good order and there appears to be no obvious fault or damage that could cause a hazard. - That the YP can ride the bike in a controlled manner. - The YP has a helmet that fits and if appropriate for the event has a spare inner tube of the correct size for long rides. - If these conditions are not met, then we do not take the risk	
Awareness of hazards	All	- YPs briefed before departure emphasising - Consideration for other users of paths and cycle paths- and for each other - Need not to overtake the front rider or travel too fast down hills - Need to keep well into the side on the roads.	

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Journey to site – General mechanical problems and punctures	All	- Everyone should have a spare inner tube, (for long journeys) since there are so many different wheels and tyres it's impractical for us to take a comprehensive spares kit. - Leaders will take a selection of tools, at least one bike pump and a puncture repair kit. If there is a flat tyre, we replace the tube and attempt to repair the puncture at site. When maintenance is needed, the whole group stops and waits. - Leaders are responsible for their own bikes. If they choose not to take a spare tube and have a puncture, and we're on the road, and we have enough adults to proceed, then the group does so to minimise the amount of time everyone's on the road and that leader comes along when they're able. - If a failure occurs which means a bike cannot continue and we are too far from site to walk, parents will have to come and collect the bike and YP. - If bicycle failures mean that we cannot make the return journey with at least one more than the minimum number of leaders for the number of YPs, we abandon the return journey and call parents to collect. Any that can't then make up a smaller return group needing fewer adults.	
Water – falling in	All	- YP travel single file staying away from the water where necessary. There is no overtaking. - A leader travels at the front and determines at each bridge (if any) whether the group must dismount and push the bikes through.	
Hazards to pedestrians	All	YPs are told that they may need to come into the side of the cycle path to let other people pass, and to be careful when passing other people.	
Getting left behind or getting too far ahead.	All	A leader travels at the front and at the rear. YPs cannot overtake the front leader, and the rear leader does not overtake	

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		YPs. We travel at the speed of the slowest, even if that means everyone gets off and pushes.	
Accidents / collisions between bikes	All	We travel at a reasonable speed where the path is wide, we allow overtaking and travelling side by side as long as it doesn't prevent other people passing, but YPs are warned not to ride too close together or swerve about. Any that do so persistently will ride at the back with the rear leader for closer supervision and will be required to stay in single file. We do not allow overtaking on the road.	
Accidents – hit by cars while crossing the road	All	A leader at each side of the road until everyone is across. Leaders determine the groups and when they cross, only one group is to be on the road at a time, they are to walk across pushing their bikes and they're to go as quickly as possible without running.	
Accidents – hit by cars while travelling on the road	All	- When riding along the road, the front and rear leaders will watch for cars and notify the group when one's seen. - Front and rear leaders will have high visibility jackets and cycle further out from the side than the YPs, so they see and are seen earlier.	
Falling off bikes, general injuries	All	We take a first aid kit and ensure basic first aiders.	
Monitoring and breaks	Leaders	Occasional water stops where required and we keep an eye on how the YP are doing - should not have blisters but ask if everyone's OK and sort problems as they arise.	

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