

u3a Cycling Offroad Risk Assessment Form

Whilst leaders have to be conscious of safety at all times and constantly evaluate risk, it must be recognised that it is not possible or indeed desirable to entirely remove all risk from cycling activities. The main factor in managing risk is the quality, experience and judgment of the leader, whose purpose it is to ensure that consequences are acceptable. Leaders are expected to make decisions in the best interest of participants.



Activity			
Activity	Type of activity: Offroad cycling		
	Date of activity:		
	Terrain: Mainly traffic free paths and trails	Start time: 10.30 am	Estimated finish time: 2.00 pm
	Estimated no: 7 participants and 2 leaders		
Starting Point:			
Route:			
Distance:			
Leader	Name: W Martin		Telephone: 07929118889
	Are the leaders appropriately experienced? Yes		
Signature: W Martin		Date:	

People at risk	Level of risk (Low, Med, High, N/A)	Hazard description	Control measures	Notes
Riders, Leaders	low	Assembly in car park	The pre-ride briefing and safety check is conducted in the car park. Group to congregate in the area furthest away from the entrance to avoid any traffic coming in. Leaders to be aware of traffic coming in.	
Riders, leaders	Low	Fall from cycle	Riders wearing suitable and properly adjusted helmets. Route chosen carefully with regard to the group, skill level, gradients and terrain. Group trained to cope with identified hazards.	

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People at risk	Level of risk (Low, Med, High, N/A)	Hazard description	Control measures	Notes
Riders	Low	Collision between two or more riders	Clear instructions on spacing, particularly when going downhill; encourage communication with others in group, verbally and with hand signals.	
Riders, leaders, members of the public	Low	Traffic accident	Clear instructions on speed, formation, spacing, signals and communication. Group briefed on problems of on-road sections and of dangers presented by others (e.g. vehicles, pedestrians, animals and other cyclists). Other responsible adults deployed appropriately throughout the group.	
Riders, leaders, members of the public	Low	Road junctions, (traffic lights, crossroads, roundabout, multi-lane junctions)	Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Brief group on dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists. Deploy other responsible adults appropriately throughout the group.	
Riders, leaders, members of the public	Medium	Narrow lanes / Roads	Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Brief group on dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists.	

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People at risk	Level of risk (Low, Med, High, N/A)	Hazard description	Control measures	Notes
Riders, leaders, members of the public	N/A	Canal towpaths	Clear instructions on spacing, formation and positioning; encourage communication with others in group verbally and with hand signals etc. Brief group on dangers presented by others e.g. pedestrians, animals and other cyclists and on how to ride socially responsible.	
Riders, leaders	Low	Mechanical breakdown	Bikes maintained adequately for intended ride. Encourage checking of brakes, gears and tyres prior to the ride. Leader to carry spares and tools.	
Riders, leaders	Low	Medical emergency	Leader and some participants have First Aid experience.	
Riders, leaders	Medium	Adverse weather conditions	Current forecast checked, advice given on appropriate gear and clothing, check gear immediately prior to ride. Have alternative routes in mind, modify/shorten if necessary.	If heavy rain the paths turn into large puddles. Avoiding the puddles can be difficult due to the width of them. On approach cyclists should slow and stay near the perimeter of the puddle.
Riders, leaders	Low	Navigational error	Appropriate leadership and membership experience in use of map, compass and cycle computer. These items to be carried, if appropriate.	
Riders, leaders	Low	Group separation/missing group member	Members given Leader's mobile number (07929118889)	