



Risk Analysis and Management

Venue: Sutton/Middlemarch area	Date/time: Early March – odd years
Personnel:	Class: Year 7&8s

Analysis Undesired events: Accident, injury, other forms of damage	Death/injury through vehicle accident or falling from bike Student injured by aspects of the environment e.g. sharp rocks, slippery road, wheel ruts etc. Becoming lost or separated from group Hypothermia/hyperthermia due to climatic factors Bike or equipment breakage causing accident Damage to others or belongings through improper bike use Entanglement in equipment Animal attacks, knocked off bikes or stings			
		People	Equipment	Environment
Causal factors	Poor group control Inadequate supervision Students with special needs or with medical problems	Inadequate or lack of First Aid Kit / Medication Inadequate clothing and equipment Unsubstantial water or food	Temperature extremes Changeable weather Animals/bees/wasps	
Risk Management Strategies	Normal Operation	Adult ratio of 1: 4 Clear instructions before starting Setting boundaries Set up roles for helpers Knowledge of medical /special needs problems A First Aid Certificated person Roll call frequently Suitable food and drink Teach: Road rules/defensive riding, include riding safely as a group, keeping left, riding in single file, retaining spacing between subgroups to allow vehicles to pass, indicate intention of stopping, passing, keep speed down Adult front/rear of group Keep one hand on handle bars Stay in close group	Take First Aid kits and individuals medication Suitable clothing, including high-visibility vests, footwear, and waterproof outerwear. Spare clothing Approved cycle helmets Suitable spare parts and repair equipment. Lights/reflective clothing if riding at night Use suitable back pack or panniers Laces tied and hooked into shoes Emergency shelter making material for all group Pre-ride check - bikes/gear/food/water Avoid front wheel touching others back wheel, ruts	Appropriate consultation over weather conditions Sun safe rules apply Avoid animals on road and leader to signal dangers. Cattle - take alternative route or wait. Sheep - follow farmers instructions. Beehives cycle slowly past
Emergency Situation	Means of communication for help – mobile phone Vehicle at start or finish of intended route Emergency procedures – defining roles of adults Adult to remain with group, teacher and other adult to attend to situation Send adult on bike for help to nearest entry/exit point if no phone reception Details of intended route and times to be left at camp Shout out very loud in an emergency whilst riding			