



Bath Cycling Club Generic Risk Assessment - 2020, reviewed 2023

In order to comply with the requirements of the club's insurance we have to produce a risk assessment. A risk assessment is a document that looks at Hazards (something with the potential to cause harm) and Risk (the chance of that hazard taking place) and accordingly introduce control measures to reduce that risk.

A lot of the control measures in this document are things that we already do or what you would consider to be common sense. There will be things as well that you may never have considered. The club does suggest members join **British Cycling** or **Cycling UK** as this will ensure 3rd party insurance for the individual rider.

Duties of Care

Committee Members / Ride Leaders have accepted the responsibility of leading others. They are obliged to not create a foreseeable risk of injury and all riders must take reasonable steps to deal with any foreseeable risk of injury. Practically this means it is important for everyone to follow a ride leader's instructions and follow the **measures specified in this risk assessment**.

It is also important to note that individual Members of the club have a duty of care to themselves and members of the public and the people they ride with. The duty of care requires you to consider the consequences of your acts and to ensure that they do not give rise to a foreseeable risk of injury to any other person. No one is expected to guarantee the safety of others, merely to act reasonably to avoid a risk of injury to yourself or others.

All riders are reminded that they are responsible for their own safety, individuals take part in any group activities at their own risk. No liability will be attached to the Club for any injury, loss or damage suffered.

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible

Pre-Ride / during ride	Equipment: Breakdown, Stranded	Rider	L	Each rider should carry a minimum tool kit comprising: • Method of inflating tyre/inner tube • At least one inner tube (2 recommended) • Two/Three tyre levers • Mobile phone • Money/cash card Riders to have ICE numbers on their person clearly marked. Riders to be familiar with the route and be aware of where they are at all times. Regular regrouping to occur, particularly in poor weather, at the top of climbs and when a rider has fallen out the back of the group. Ride leaders should be aware of who is in their group and ensure no one is left behind.	L	N		Riders and Ri
Pre-Ride / during ride	Equipment: Conditions, accidents	Rider & Public	M	Cycles must be legal, roadworthy and well maintained – see highway code: https://www.gov.uk/guidance/the-highway-code/annex-1-you-and-your-bicycle Riders to carry out a basic pre-ride ‘M’ check (brakes, frame, steering, pedals, wheels & tyres). Riders to ensure bike is regularly serviced / maintained by a competent mechanic. Tri Bars are not to be used in club rides	L	N		Riders

Pre-Ride / during ride	Equipment: Clothing- Visibility, Comfort and safety	Rider	M	Riders to assess weather and dress appropriately. Waterproof jacket/gilet to be carried when needed. Riders are strongly encouraged to wear approved safety helmets, fitted correctly. These should not have been previously involved in a crash impact. We recommend wearing of eye protection and some type of gloves. Full length mudguards are strongly recommended during the winter months and wet periods. All riders to carry adequate lighting for rides. Ride leaders to review weather conditions prior to ride	L	Y	Local or Met Office weather forecast	Riders and R Leader
---------------------------	---	-------	---	--	---	---	--	------------------------

Pre-Ride / during ride	New riders	Rider	H	Ride leader to undertake new rider briefing. Includes: • Give them a guest card & ask them to complete a card with their details & their emergency contact details & to carry it with them on all rides until they have a membership card (A supply is held at Cadence or ask Aileen) • Check if they have considered the risk assessment – stress the importance of following all directions given • Check their ability to ride with your group (speed & distance) & recommend a different group if appropriate • Outline the an overview of the route, stops, likely duration and distance • Check their previous group riding experience & explain etiquette, likely hand signals & shouts in the bunch. • Stress the importance of telling somebody if they intend to stop or turn off. • Try to talk to new riders during the ride to make them feel welcome. • Explain that while riders are welcome to climb hills etc. at their own pace, if they overshoot a junction, they risk losing the group. Any guest/new rider must introduce themselves to the ride leader. Guest/new rider must listen to the morning briefing. New riders –must– join the club after 3 rides Ride Leaders have total discretion concerning who they allow to ride with the group	M	Y	Direct new rider to online policies and BCC website.	Ride Leader
Pre-Ride / during ride	Equipment: Food/Drink	Rider	M	Familiarise yourself with distance/technicality of ride prior to attending meeting point. Riders responsibility to ensure they carry enough food/drink/energy gels for duration of ride. Carry money to purchase food/drink.	L	N		Riders
Pre-Ride / during ride	Preparation: Health	Rider	M	Riders to ensure they are aware of the distance/difficulty of the ride and are of sufficient level of fitness to complete ride. Do not start any ride if you are feeling unwell or you are not able to complete it. If during the ride you feel unwell, inform someone in your group immediately who will be able to contact for assistance	L	N		

Pre-Ride / during ride	Group size/ Riders experience	Rider and Public	M	Ride Leader should undertake pre-ride briefing covering the overview of the route and distance, stops, and any hazards they are aware (wind, frost, ice). Pre-ride briefing to include check that all riders are competent and understand the ride protocols. Group to be split at ride leader's discretion. Groups should be split according to ability and speed. Any new riders should identify themselves. All riders must follow any instruction given by ride leader When cycling on roads, extra care should be taken and the Highway Code must be followed.(Rules 59 to 82) and particular advice on where/when to ride two abreast or single file (rule 66). Ride Leaders to also identify and speak to new riders as above Ride Leaders have total discretion concerning who they allow to ride with the group	L	Y	If ride leader not present, Leader to be chosen from regular experienced rider within the group	Riders and R Leader
Ride	Collision/ Accident: Each other	Rider	M	Ensure cycle is properly maintained. All new riders to be given the briefing mentioned above covering the basics of group riding and etiquette especially signals and warnings Ride smoothly and consistently, be aware of those around you and do not brake without warning. Concentrate at all times and anticipate changing road conditions (speed changes and tarmac etc.). Ride with sufficient safe gap with the rider in front of you, particularly on technical sections. Do not let your front wheel overlap that of the rear wheel of the bike in front.	L	N		Riders

Ride	Collision Accident:	Riders and Public	H	Riders will follow the Road Traffic Act and Highway Code at all times where applicable. Riders will obey all traffic signals and signs. At times of poor visibility, wear bright clothing and if necessary use cycle lights. All riders to continually assess traffic conditions and carry out Dynamic Risk Assessments (DRA) e.g. get off and walk/use a pedestrian crossing if you have to cross a major road with no break in traffic. Should the need to stop arise e.g. through puncture, breakdown etc. then a place must be found sufficiently off the road to allow safe passage of other highway users. Consider using person(s) at strategic points to warn oncoming roads users of any obstruction. Riders to warn of approaching vehicles/pedestrians/riders using known calls. Any accident –MUST- be reported to the Bath CC committee as soon as possible.	M	Y	Consideration to be given to nominating an experienced rider during any ride to assist with the group	Riders and Ride Leader
Ride	Accident: Falling off	Rider and Public	H	Pay close attention to the road surface at all times and dynamically risk-assess any changes identified e.g. consider dismounting to cross a hazard. Be aware of the calls / warnings in relation to changes in surface and use / pay attention to these warnings. Only ride at a speed at which you are competent/confident, particularly on descents and technical sections of road. Ice on the ground should be brought to the attention of the ride leader immediately. Should a club ride set off and there is a risk of dangerous conditions then there should be a continual dynamic risk assessment of the conditions. The Ride Leader should give consideration to: a) Call a ride off b) Change the route c) Stick to routes that are safer (e.g. main routes if they are clear of ice.)	M	Y	Consideration is given to cancelling club ride if the weather conditions are hazardous.	Riders and Ride Leader

Ride	Theft of cycle	Rider	M	Always try and ensure that your bike is within your sight during stops. At protracted stops e.g. café, ensure that your bike is locked to an immovable object / other bikes using a good quality /approved lock. Ensure that you have adequate insurance cover in place covering the loss of your bike Do not attempt to retrieve a bike whilst a theft is in progress if threatened.	L	Y	If a theft does occur report to the police. Also report matter to the Committee so that the club have record of location and circumstances for future reference.	Rider
Ride	Stopping	Riders and Public	M	Always choose a safe place to stop as a group, and in particular avoid junctions, bends and other hazards. Warn riders before stopping, and keep the road clear when required. In the event of punctures, breakdowns etc. clear the road if possible to instruct the group to continue to a safe waiting place. Assess the problem and decide whether to hold up the ride or leave the affected rider with helpers and details of the route to the next stop(s). If necessary wait for slower riders beyond the junction.	L	N		Ride Leader
Ride	Passing horses	Riders/ Horse rider	M	On approach to a ridden horse, the riders should warn the horse and horse rider by verbal communication that a rider(s) are present and behind. Thereafter proceed and pass by slowly. Heed any advice given by horse rider. (Horses can be spooked by bikes, it is essential that the horse hears the human voice before it sees the bike.)	L	N		Riders and Ride Leader
Ride	Cycle trails/bridle ways	Rider and Public	M	Be aware of debris, litter and loose surfaces. When approaching other users, reduce speed and give a warning sound, either mechanical or vocal to warn of your presence. Dog or pet walkers may need extra time to control or distract their animal so give extra time for warning. Riders should be vigilant.	L	Y		Rider

Ride	Accident	Riders	H	• The group should be moved to a safe position off the road. • If required, take reasonable measures to control traffic • Ride Leaders / Riders are only to administer first aid if they are first aid trained or directed to do so by 999, 101, a medical professional or the St John's Ambulance First Aid App. • If injured cyclist is unable to continue, one of the group must stay with that person until assistance arrives. • Ride leader to assist any casualty in filling in an accident report form. Any accidents, near misses and anything else of note must be brought to the attention of the committee. If any rider is not comfortable doing this in front of others then please approach the club privately or via written correspondence.	M	N		Riders and R Leader
------	----------	--------	---	---	---	---	--	------------------------