

## Swindon Wheelers Cycling Club Risk Assessment for club rides (Road)



Swindon Wheelers Cycling Club (SWCC) organise club rides to suit the varying abilities and experience of its members. SWCC wants all participants on its rides to have an enjoyable and safe experience. SWCC's website provides guidance for its Members and Ride Leaders on group riding etiquette and ride planning which in turn helps deliver safe and enjoyable riding. Please refer to the website for this guidance

Looking out for one and other is a crucial element of club cycling and lies central to the ethos of SWCC. 'We never leave a rider behind' is a positive statement of what the club is about. Some of the things contained in this document are things that we already do or what you would consider to be common sense. There will be things that you may never have considered.

In order to comply with the requirements of the club's insurance with British Cycling all of these things have to be formalised into what is known as a 'Risk Assessment'.

This assessment is specific to SWCC club road rides and so does not include activities such as introducing beginners to riding and gravel rides. SWCC members and guest riders are expected to have the level of skill outlined on the club's website. Inexperienced rider's risks resulting from, for instance, using cleats and gears are not considered separately. Most of the risks are therefore best managed by actions to be taken by individual participant riders who should recognise that they have a duty of care to themselves and to others in the group.

SWCC group rides have a volunteer Ride Leader who will plan and lead the ride, but the emphasis for safety is on individual riders.

**This Risk Assessment uses a High, Medium, Low indicator method.** It's a careful examination of what in our club ride activities presents a hazard and could cause harm to people. It then identifies ways to reduce and manage these risks. These are the control measures to be implemented by all riders on a club run. This Risk Assessment is generic, that is, it is suitable for all non-competitive SWCC "on road" club rides. As the severity of a hazard cannot be reduced the control measures seek to reduce the likelihood of the hazard occurring.

**HAZARD** = something with the potential to cause harm

**RISK** = the chance, great or small, of coming into contact with that hazard

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### RISK

S = Severity	L= Likelihood	Risk R = S x L
<p><b>1 = Low:</b> None or minor first aid injury</p> <p><b>2 = Medium:</b> Outpatient treatment injury</p> <p><b>3 = High:</b> Hospitalisation or fatal injury</p>	<p><b>1 = Low:</b> Seldom or never likely to happen</p> <p><b>2 = Medium:</b> Reasonably likely to happen</p> <p><b>3 = High:</b> Extremely likely to happen</p>	<p><b>1, 2 or 3 = Low.</b> Risk is controlled as far as reasonably practicable by most riders and leaders following most guidelines</p> <p><b>4 = Medium.</b> Risk is controlled by all riders and leader following all guidelines.</p> <p><b>6 &amp; 9 = High.</b> <i>Do not start the ride! Further actions are required.</i></p>

### Summary

Reading this you may feel concerned about the risks associated with group riding. However, as stated earlier, most of this is common sense and are actions that as a club, we already undertake. The key word in all of this is REASONABLE. Clearly, one is not expected to guarantee the safety of others, merely to act in a reasonable manner at all times.

Please read on and make yourself familiar with the contents of this document alongside ride information on the SWCC website

If you have any questions/comments/ideas do not hesitate to contact a member of the committee or a nominated club official

**All riders are reminded that they are responsible for their own safety; individuals take part in any group activities at their own risk. We strongly urge all riders to obtain appropriate 3rd party insurance as a minimum. It should be noted that no liability shall be attached to SWCC (including its officials and members) for any injury, loss or damage suffered**

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### RISK CONTROL MEASURES

Hazard/ possible cause	Severity	Likelihood	Initial risk	Control Measures to manage risk	Residual risk
<p><b>Impact with the ground, falling from cycle:</b>  <b>Due to Rider fatigue, lack of food or drink.</b></p>	High (3)	Medium (2)	High (6)	<p>Each rider must familiarise themselves with the distance, pace and elevation of the planned ride prior to making their decision to attend. To assist this decision guidance on Club's weekly group rides is provided on the SWCC website. For other rides the Ride Leader will provide advance information on the SWCC Fb group rides page and "Teamup".</p> <p>In addition, the Ride Leader will provide an appropriate rider briefing at the starting point. Riders have responsibility for ensuring that they carry sufficient food / drink / energy gels for the duration of ride.</p> <p>The ride leader will plan appropriate café and refreshment stops or state that none are planned in the advance information and at the briefing. Riders to bring a payment method for the café.</p> <p>If during a club run you (or you observe someone) become significantly fatigued or unwell, inform the Ride Leader immediately.</p>	Low (2)

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<p><b>Collision with motor vehicle / other road users</b></p>	<p>High (3)</p>	<p>Medium (2)</p>	<p>High (6)</p>	<p>All riders must follow the Highway Code at all times including obeying traffic signals and signs.</p> <p>If poor visibility is expected, wear bright reflective clothing.</p> <p>At all times a working rear cycle light is advised, front one in addition in poor visibility</p> <p>All riders to continually assess traffic conditions, driver attitudes and take appropriate safety action such as slowing the pace right down, good communication through the group is essential</p> <p>Should the need to stop arise e.g., through puncture, then a place must be found sufficiently off the road for group to wait safely and the bike be attended to. Consider using person(s) at strategic points to warn oncoming traffic.</p> <p>Riders to use warnings and signals as set out in the SWCC website to warn of approaching vehicles and other hazards.</p>	<p>Low (2)</p>
<p><b>Collision with another rider in group</b></p>	<p>High (3)</p>	<p>Medium (2)</p>	<p>High (6)</p>	<p>Follow the rules set out in the SWCC website for group riding, which are in brief summary:</p> <ul style="list-style-type: none"> <li>• All riders to be conversant with group ride calls, hand signals and warnings and ensure that these calls are passed along the line</li> <li>• Ride smoothly and consistently, be aware of those around you and do not surge, half wheel or brake without warning</li> </ul>	<p>Low (2)</p>

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				<ul style="list-style-type: none"> <li>• Always concentrate and anticipate changing road and weather conditions</li> <li>• When about to “stand” on a hill climb: announce prior to doing so as it will slow your road speed</li> <li>• Do not let your front wheel overlap that of the rear wheel of the bike in front</li> </ul>	
<b>Verbal aggression or physical contact from another road user</b>	Medium (2)	High (3)	High (6)	<p>Riders must respect other road users and take steps not to cause undue delay, such as riding in 2's when safe to do so. Group rides are limited to a maximum of 12 riders</p> <p>If another road user becomes aggressive, the ride leader will ensure safety of the group and shepherd the group away from the aggressor</p> <p>Riders should not aggravate the situation by antagonising the situation</p>	Low (2)
<b>Impact with ground, falling from cycle due to bad road surface, gravel, ice, wet, oil or diesel spill, etc.</b>	High (3)	Medium (2)	High (6)	<p>Riders must always pay close attention to the road surface and immediate environment. Abilities in a group ride will vary and it is for each individual rider to consider the conditions and take individual action such as slowing down and dismounting.</p> <p>All Riders to only ride at a speed at which they are competent and confident particularly on descents.</p>	Low (2)

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				<p>On descents where the road surface is poor allow additional space between riders to reduce the risk of injury due to hitting potholes</p> <p>Riders at the front of a group must communicate hazards as set out on the SWCC website.</p>	
<b>Impact or collision due to being blown off cycle or being blown off course</b>	High (3)	Medium (2)	High (6)	<p>This can be caused by wind or large vehicles passing close to riders.</p> <p>Riders to increase space between themselves in windy conditions.</p> <p>Ride leaders to consider cancelling rides in exceptionally high winds and to plan sheltered routes if wind is a problem.</p> <p>Ride leaders to avoid major roads with high numbers of large vehicles where possible.</p>	Low (2)
<b>Collision with pedestrians and other cycle path users</b>	High (3)	Medium (2)	High (6)	<p>Riders must give pedestrians priority and ride at a safe speed.</p> <p>On approach to a pedestrian from behind, riders must slow and warn that bikes are passing if this is necessary.</p> <p>Riders need to ride especially carefully when dogs are not on leads.</p>	Low (2)
<b>Collision with wildlife – stray dog, farm animals, birds, etc.</b>	High (3)	Medium (2)	High (6)	<p>Especially when out in the countryside: Riders at front of group to be observant of such hazards and shout warnings to the group</p>	Low (2)

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				Be extra vigilant for unrestrained animals when passing farmland	
<b>Collisions with or being struck by horses</b>	High (3)	Low (1)	Low (3)	Remember horses are frightened of cyclists.  Lead riders to warn group, to slow, warn horse riders of approach and pass wide and slow, especially when passing racing stables where the horses tend to be more “skittish”	Low (1)
<b>Hazards listed in this document encountered during the hours of darkness</b>	High (3)	High (3)	High (9)	Unless advertised as a night ride with additional risk assessment, rides should be completed during daylight hours  All riders to use road legal lighting during lighting up hours and wear bright clothing.  Rear lights should be set on a non-flashing mode and low intensity to prevent distraction and ‘blinding’ of riders behind	Medium (4)
<b>Hazards described above involving new or guest riders</b>	High (3)	Medium (2)	High (6)	Any guest / new rider must sign into a club ride using the Team up app. On arrival at the start point, the new rider should seek out the ride leader, introduce themselves declare any medical conditions and discuss the ride.  Club Members bringing a guest or new rider should make sure in advance that the rider is reasonably competent, know group signals and be fit enough to take part in the planned ride	Low (2)

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<p><b>Falling off bicycle, colliding with other riders/vehicle due to bike malfunction and bike condition</b></p>	<p>High (3)</p>	<p>Low (1)</p>	<p>Low (3)</p>	<p>Cycles must be legal and roadworthy. Riders to inspect their cycle prior to each ride paying particular attention to brakes, frame, steering, pedals / cleats, wheels and tyres.</p> <p>Each rider to carry tools and spares appropriate to their bike. Recommended equipment is listed in the SWCC website.</p> <p>If a rider or Ride Leader has concerns about the condition of a rider's bike before the ride commences, they may consider carrying out a bike assessment and potentially stop the rider from joining the ride</p>	<p>Low (1)</p>
<p><b>Lone rider hazards (Assault, illness, injury, etc.) due to rider being stranded</b></p>	<p>Medium (2)</p>	<p>Low (1)</p>	<p>Low (2)</p>	<p>Follow the SWCC website guidelines for group riding – riders must be prepared to take care of themselves should they become stranded due for instance to bike failure or otherwise become separated from the group. This means each rider carrying a mobile phone, knowing the route / general area, or having a map, and knowing public transport/taxi options for getting back.</p> <p>Riders are advised to download the “what3words” app to aid recovery</p> <p>However a Ride Leader shall not leave a rider stranded unless it is safe to do so. Particular care and thought should be taken with more vulnerable riders.</p>	<p>Low (1)</p>



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<b>Impact of road debris on riders' eye – insects, gravel, rain, mud etc.</b>	Medium (2)	Medium (2)	Medium (4)	<p>Each rider should wear suitable eye protection to protect against insects, rain, sunlight and mud flicking up from their own bike and bikes in front.</p> <p>All riders are requested to fit mudguards when it is probable that conditions will be poor – for instance during the winter months.</p>	Low (1)
<b>Poor weather conditions (risk of ice, snow, high wind, heavy rain etc)</b>	High (3)	Medium (2)	High (6)	<p>Riders to assess weather conditions in light of own capability and dress / prepare appropriately</p> <p>Ride Leader(s) will discuss adverse weather conditions at 7.00 and decide the safest option which may be: delaying the start of the ride, cancelling the ride or altering the proposed route. Individual ride leads make a judgement depending on the skill of their group</p>	Low (2)
<b>Known medical condition – I.e. Asthma, heart condition, sciatica etc.</b>	High (3)	Medium (2)	High (6)	<p>Riders with a known medical condition to ensure that an accompanying rider has sufficient knowledge of the condition to ensure their safety in the event of an incident. Rider must inform the Ride Leader of the condition prior to the ride</p> <p>Ride leaders are advised to attend a relevant first aid course</p>	Low (2)
<b>Riding Abroad</b>	High (3)	Medium (2)	High (6)	<p>Trip organiser to research and communicate road and riding laws for trips abroad.</p> <p>Differences with UK laws may include: Riding on the right hand side, giving way/priority to the right, road signs making it compulsory to use cycle lanes, wearing of helmets. All group to remind others during rides of these rules as easy to forget on setting out each day</p>	Low (2)

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<p><b>Risk to rest of the group when dealing with an accident during the ride</b></p>	<p>High (3)</p>	<p>Medium (2)</p>	<p>High (6)</p>	<p>In the event of an accident to a rider during a group ride, other riders within that group are at risk of being struck by a vehicle and hypothermia (in winter)</p> <p>Ride lead or deputy to take charge of the situation, ensuring riders are moved away from the road to safety. If the casualty cannot be moved; two riders warn traffic of the hazard</p> <p>If the group will be held up for a period waiting for assistance, especially in winter, ride lead or deputy to assign a rider to lead the rest of the group home.</p>	<p>Low (2)</p>
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**Incident Reporting:**

In the event of a significant incident or significant near miss, the Ride Leader/ injured party should follow the Accident/incident guidance on the SWCC website

Reporting accidents/incidents allows the club safety officer to alert the club if there is a recurrence of a particular type of accident/incident

SWCC strongly encourages ride leads to attend a relevant first aid course to enable them to deal with an accident or illness during a club ride

Riders are encouraged to raise any issues or concerns with the Ride Leader and just as importantly to talk about things that have gone well during the ride

All riders should carry an ICE contact number (In Case of Emergency) within their phone, saddle bag or on their person so others can use contacts if necessary.