

# Risk Assessment Form for Coaches

## 1 Venue and Riders

<b>Name of group/activity:</b>		Stratford-upon-Avon Go Ride Sessions			
<b>Date and time of activity:</b>		Series of four weekly sessions on Tuesdays in May from Tuesday 06 May to 27 May			
<b>Riders:</b>	Estimated No.:	10 - 12	Ability:	Mixed	Age: 7 - 14
<b>Lead coach</b>	Name:	Adam Turnbull	Telephone:	01789 490226/07967 465703	
<b>Date of risk assessment:</b>		04 May 2008			
<b>Venue</b>	Name:	Home Guard Running Track/Off-road track			
	Address/location:	Tiddington, Stratford upon Avon	Warwickshire	Postcode: Cv37	
	Obtained and reviewed the venue's:	Health and Safety Policy:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
		Normal Operating Procedures:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
		Emergency Operating Procedures:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Existing risk assessments for venue, activities or equipment:		None			
Location of toilets:		Changing rooms attached to main social club, across football fields from the running track.			
Location of changing rooms:		Across football fields from the running track.			
Location of nearest telephone and how to dial out:		In the social club if open – direct dial out. If the club is closed, the coach has a mobile phone.			
<b>First Aid</b>	On-Site First-Aider:	Name:	Adam Turnbull	Telephone:	07967 465703
Location of first aid:		In brick pump-house lock-up (will be open for the session) next to the track.			
First aid kit available		<input type="checkbox"/> Yes	<input type="checkbox"/> No	First aid kit adequately stocked and maintained	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Venue contact person</b>	Name:	Carol Fletcher	Telephone:	01789 297718	
<b>Person conducting risk assessment</b>					
Name:		Adam Turnbull		Telephone:	07967 465703
Signed:				Date:	

## 2 Risk Assessment/Review

2A Risk Assessment								2B Review & Implement
ID	Location of Hazard	Description of Hazard	People at Risk (coaches, cyclists, spectators, others)	Level of Risk (high, medium or low)	Advice on Hazard Required?	Resolution/Action	Resolution Implemented By	Dated Reviewed / Implemented
1	Four corners of football field in the centre of track	Concrete posts holding railing	Riders	medium	No Yes If yes, who	Strap padding to posts with bungee cord. Inform riders of risk.	AT	060508
								130508
2	Green sheltered seating area.	Corner of shelter on approach to shelter from a counter-clockwise direction.	riders	medium	No Yes If yes, who	Strap padding to corner with bungee. Inform riders.	AT	060508
								130508
3	The edge of each side of the running track.	Raised curb – 4cm in height.	Riders	low	No Yes If yes, who	Advise riders	AT	060508
								130508
4	Generally on track.	Track appears to have worse damage than it has, due to previous neglect.	Riders	low	No Yes If yes, who	Advise riders. New riders to have plenty of warm-up laps to become accustomed to this.	AT	060508
								130508
5	Each bend of oval.	Loose surface gravel.	riders	medium	No Yes If yes, who	Continual inspection.Sweep prior to sessions if required.	AT	060508
								130508

2A Risk Assessment								2B Review & Implement
ID	Location of Hazard	Description of Hazard	People at Risk (coaches, cyclists, spectators, others)	Level of Risk (high, medium or low)	Advice on Hazard Required?	Resolution/Action	Resolution Implemented By	Dated Reviewed / Implemented
6	Back straight of track, or the side nearest to the clubhouse.	White walled dug-outs for football field – the corners of the walls.	Riders	low	No Yes If yes, who	Advise riders	AT	060508
								130508
7	Centre of running track	Football pitch. Sometimes footballers arrive without booking on. Flying footballs./players crossing the track.	Riders	high	No Yes If yes, who	Advise footballers that they cannot play on pitch while riders are there – agreed with facility management	AT	100808
8	Around off-road track	Trees	Riders	med	No Yes If yes, who	Advise/coach riders	AT	10/08/08
9	Access point to the track	Vehicular access from road – designated footpath, low usage	Riders/walkers	low	No Yes If yes, who	When used as part of course, this needs to be marshalled by helpers.	AT	10/08/08
10					No Yes If yes, who			

Please use additional sheets if required