

## Alton Cycling Club Amateur Sports Club – Generic Risk Assessment – Road Rides

It goes without saying that looking out for one and other is very important and lies central to the ethos of the Alton Cycling Club. Some of the things contained in this document are things that we already do or factor you may already consider to be common sense. There will be things that are new, so we would encourage you to read carefully and remember to follow these principles when out riding with the club. 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**'.

A Risk Assessment is an important step in **protecting both our members and our Club as a whole**. Every time we ride our bikes we are exposing ourselves to various risks and the Risk Assessment helps us to focus our minds on these risks and hopefully help to reduce them.

As previously stated the club is required to have in place a Risk Assessment in order to manage and hopefully reduce or even eliminate the risks. It is not expected that the club eliminates all risk, but we are required to protect people as far as is '**reasonably practicable**'.

### What is Risk Assessment?

- **HAZARD** = something with the potential to cause harm
- **RISK** = the chance, great or small, of coming into contact with that hazard

This Risk Assessment is a careful examination of what, presents a hazard and could cause harm to people. Once a hazard has been identified it is then a matter of assessing what the risk is in relation to that hazard. A grid system below has been used to combine the two and give a graded level of risk LOW, MEDIUM, HIGH. The initial risk is the identified risk and the residual risk is the level of risk after control measures have been applied to reduce the risk.

In order to improve your and everyone's safety we would like to ideally eliminate or reduce all risk as much as possible. Therefore some additional control measures are included, these apply to ALL RIDERS. This Risk Assessment will be reviewed on a regular basis to assess a number of things e.g. are the existing control measures working, have any new hazards been identified, have any existing hazards been eliminated.

### Duties of Care

As a **Committee Member and/or Ride Leaders**, you have accepted the responsibility of leading others. You owe them a duty of care to ensure that they are not exposed to a foreseeable risk of injury, as far as you reasonably can. If you accept a position, you are likely to agree to carry out certain functions, which may affect the safety of others both inside and outside the club. You are accepting responsibility and you must fulfil those duties to the best of your ability without negligence. That is, you must not create a foreseeable risk of injury and you must take reasonable steps to deal with any foreseeable risk of injury, which exists or arises.

*For example:*

- If you are a **Committee Member**, you must implement, discharge, communicate and review the clubs safety policy, risk assessments, training requirements etc.
- If you are a **Ride Leader**, you have agreed to lead a ride and you must take reasonable measures to see that the ride is as safe as it can be.

It is also important to note that individual **Members of the club** have a duty of care not only to themselves but to members of the public and to the persons with whom they are riding. i.e. The duty of care requires you to consider the consequences of your acts and omissions and to ensure that those acts and/or omissions do not give rise to a foreseeable risk of injury to any other person.

#### **In summary**

Most of this is common sense and the action that 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 reasonably.

**Importantly, please respect the Ride Leaders. Without them, club rides would not be possible. Listen to the briefings, pay attention whilst on the road and feel free to contribute to the end of ride debrief.**

Please read on and make yourself familiar with the contents of this document.

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 (British Cycling or Cycling UK offer appropriate insurance as part of their membership)**

**It should be noted that no liability shall be attached to the Alton Cycling Club (including its officials and members) for any injury, loss or damage suffered.**

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|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b>Risk Assessment:</b> Club Road Rides                                                                                          | <b>Location:</b> All ACC Road Rides          |
| <b>Completed by:</b> Ruth Stratford (Welfare Officer)<br><b>Date Completed:</b> 23.07.2026<br><b>Next Review Date:</b> June 2029 | <b>Other relevant Risk Assessments:</b> NONE |
| <b>Signed off (Committee) Becci May - Chair, Mark Sippings - Secretary, Clare Watts - Treasurer</b>                              |                                              |

| ACTIVITY    | HAZARD                                                      | WHO IS AT RISK   | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
|-------------|-------------------------------------------------------------|------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------|------|--------------------|
|             |                                                             |                  | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 1. PRE-RIDE | Equipment: Breakdown, stranded                              | Rider            | L            | <p>It is suggested that each rider to carry minimum tool kit comprising;</p> <ul style="list-style-type: none"> <li>• Method of tyre inflation</li> <li>• At least one spare inner tube (recommended two)</li> <li>• Two/three tyre levers</li> <li>• Multi-tool inc Allen keys</li> <li>• Chain splitter/chain links</li> <li>• Mobile phone / money for phone</li> </ul>                                                                                                                                                                                                         | L             | N                                     |      |                    |
| 2. PRE-RIDE | Equipment: Condition, accident, suitability, safety, ebikes | Rider and Public | M            | <ul style="list-style-type: none"> <li>• Cycles must be legal and roadworthy</li> <li>• Riders should read guidance on ACC club website regarding the suitability of their cycles for the activity</li> <li>• Riders of electric bikes to ensure their cycle meets the guidelines set out on the club website</li> <li>• Riders to inspect their cycle prior to each ride paying particular attention to brakes, frame, steering, pedals / cleats, wheels and tyres.</li> <li>• Riders to ensure your cycle is regularly serviced / maintained by a competent mechanic.</li> </ul> | L             | N                                     |      |                    |

| ACTIVITY    | HAZARD                                                      | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                               |                    |
|-------------|-------------------------------------------------------------|----------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
|             |                                                             |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | (H/M/L)       | Y/N                                   | What                                                                                                                                          | Person Responsible |
| 3. PRE-RIDE | Equipment: Clothing, visibility, comfort and safety, injury | Rider          | M            | <ul style="list-style-type: none"> <li>Riders to assess weather conditions and dress / prepare appropriately</li> <li>Spare waterproof jacket / Gilet to be carried</li> <li>Recommend high visibility clothing / jackets</li> <li>Riders to wear UK/EU approved safety helmets.</li> <li>Once a helmet has sustained any impact it must be replaced as per manufactures guidelines.</li> <li>Recommend the wearing of suitable eye protection</li> <li>Mudguards are recommended during the winter months</li> </ul> | L             | Y                                     | Riders to use local and Met Office weather forecast and follow ride leader guidance to assess if conditions are suitable for them to ride in. | Riders             |

| ACTIVITY    | HAZARD                                                                                         | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                         | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                                                                                              |                    |
|-------------|------------------------------------------------------------------------------------------------|----------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
|             |                                                                                                |                | (H/M/L)      |                                                                                                                                                                                                                                      | (H/M/L)       | Y/N                                   | What                                                                                                                                                                                                                                                                                                                                         | Person Responsible |
| 4. PRE-RIDE | Adverse weather: hypothermia, heat stroke, road conditions (ice, flooding, loose surface, mud) | Rider          | H            | <ul style="list-style-type: none"> <li>Riders to assess weather conditions and dress / prepare appropriately</li> <li>Spare waterproof jacket / Gilet to be carried</li> <li>Recommend high visibility clothing / jackets</li> </ul> | L             | Y                                     | <ul style="list-style-type: none"> <li>Ride leader to check weather forecasts/ warnings</li> <li>Ride leader to amend route as necessary and issue advice to riders about conditions</li> <li>Ride leader to plan/amend routes according to weather forecasts</li> <li>Ride leader to decide if to delay, re-route or cancel ride</li> </ul> | Ride Leaders       |
| 5. PRE-RIDE | Route (hazards): closed roads, hazardous junctions, roadworks, closed roads, poor condition    | Rider          | H            | <ul style="list-style-type: none"> <li>Riders to be make themselves familiar with published route</li> <li>Riders to follow ride leader instructions/ warnings about negotiating hazards encountered</li> </ul>                      | L             | Y                                     | Ride leader to amend route as necessary and issue advice to riders about conditions                                                                                                                                                                                                                                                          | Ride Leaders       |

| ACTIVITY    | HAZARD                   | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                               | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                                       |                      |
|-------------|--------------------------|----------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
|             |                          |                | (H/M/L)      |                                                                                                                                                                                                                                                                                            | (H/M/L)       | Y/N                                   | What                                                                                                                                                                                                                                                                                  | Person Responsible   |
| 6. PRE-RIDE | Equipment: Communication | Rider          | L            | <ul style="list-style-type: none"> <li>• Mobile phone and / or money for public telephone to be carried</li> <li>• Riders to have ICE numbers either in telephone or about their person</li> <li>• Riders to be familiar with route and be aware of where they are at all times</li> </ul> | No Risk       | Y                                     | Route will usually be available on ACC website prior to club rides. On occasions where it is not available the route will be agreed between the ride leader and other riders within that group. It is the riders responsibility to ensure they are comfortable with the agreed route. | Ride Leaders/ Riders |

| ACTIVITY    | HAZARD                     | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                       | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                                             |                    |
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|             |                            |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                    | (H/M/L)       | Y/N                                   | What                                                                                                                                                                                                                                                                                        | Person Responsible |
| 7. PRE-RIDE | Equipment:<br>Food / Drink | Rider          | L            | <ul style="list-style-type: none"> <li>Familiarise yourself with distance of ride prior to attending meet point</li> <li>Riders have responsibility for ensuring that they carry sufficient food / drink / energy gels for duration of ride</li> <li>Carry money to purchase food/drink</li> </ul> | No Risk       | Y                                     | <ul style="list-style-type: none"> <li>Route to be available on ACC website prior to club rides (see point 6)</li> <li>Cafe stop is generally around the half-way point in ride.</li> <li>Ride leaders should make riders aware if cafe stop is at a different point in the ride</li> </ul> | Ride Leaders       |

| ACTIVITY    | HAZARD                                      | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
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|             |                                             |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 8. PRE-RIDE | Preparation: Health, pre-existing condition | Rider          | M            | <ul style="list-style-type: none"> <li>Riders to ensure they are aware of the distance / pace of the ride to be undertaken and are of a sufficient level of fitness to complete the ride</li> <li>Do not start any ride if you are feeling unwell or do not think you are able to complete it</li> <li>If during a ride you become unwell, inform the Ride Leader immediately.</li> <li>Riders with pre-existing medical conditions should ensure they are fit to ride and carry the necessary medications.</li> <li>Riders with pre-existing condition that may require treatment during the ride should ensure their accompanying rider or ride leader has sufficient knowledge in the event of an incident.</li> <li>In hot weather, riders should ensure appropriate fluids and sun protection are used.</li> </ul> | L             | N                                     |      |                    |

| ACTIVITY    | HAZARD                  | WHO IS AT RISK   | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
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|             |                         |                  | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 9. PRE-RIDE | Group Size, lost riders | Rider and Public | L            | <ul style="list-style-type: none"> <li>Maximum group size is 12</li> <li>If there are over 12 riders at any point in the ride the group the ride leader should split the group and appoint a second ride leader</li> <li>In the event of the ride being split the ride leader should ensure that there is another rider prepared to lead the other group and that they are familiar with the route planned and aware of any hazards on the route</li> <li>Ride leader should request that another rider acts as a back marker to ensure that riders do not get separated from the group.</li> <li>Riders should call out and let the ride leader/ other riders know if they need to stop during the ride or if they decide to leave the ride before the end</li> </ul> | L             | N                                     |      |                    |

| ACTIVITY     | HAZARD             | WHO IS AT RISK   | Initial RISK<br>(H/M/L) | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Residual Risk<br>(H/M/L) | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                               |                      |
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|              |                    |                  |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                          | Y/N                                   | What                                                                                                                                                                                                                                                                          | Person Responsible   |
| 10. PRE-RIDE | New / Guest Riders | Rider and Public | M                       | <ul style="list-style-type: none"> <li>• Guest / new rider must be conversant with this risk assessment and acknowledge this document before becoming a member.</li> <li>• Any riders new to a club ride should identify themselves to the Ride Leader and consideration should be given to allocating a ride buddy</li> <li>• New riders should ideally contact the club secretary prior to riding to discuss suitability of ACC rides</li> <li>• Unless otherwise agreed new riders should ride with the club ride on their first ride</li> <li>• Be familiar with the Highway Code (Rules 59 to 82) and in particular advice on where/when to ride two abreast or single file (Rule 66). Always follow any instruction given by the Ride Leader.<br/> <a href="https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022?utm_source=dvsa&amp;utm_medium=email&amp;utm_campaign=dvsa-direct">https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022?utm_source=dvsa&amp;utm_medium=email&amp;utm_campaign=dvsa-direct</a> </li> </ul> | M                        | Y                                     | <ul style="list-style-type: none"> <li>• Consider inviting a competent rider and club member to be a ride buddy to share club protocol during the ride.</li> <li>• Ride leaders to ensure that route planned is appropriate for the level of ride they are leading</li> </ul> | Riders/ Ride Leaders |

| ACTIVITY     | HAZARD        | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
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|              |               |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 11. PRE-RIDE | Communication | Rider          | M            | Ride Leader to undertake a pre-ride briefing for all riders to cover; <ul style="list-style-type: none"> <li>• An overview of the route, any café stops, likely duration and distance</li> <li>• Any known route hazards, diversions or other considerations</li> <li>• Any issue relevant to the weather (in particular wind, frost and ice).</li> <li>• A reminder of the standard hand signals and calls used within the group</li> <li>• Check of presence of new members or guests</li> </ul> | L             | N                                     | -    |                    |

| ACTIVITY | HAZARD                           | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                                                                                                                              |                                        |
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|          |                                  |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (H/M/L)       | Y/N                                   | What                                                                                                                                                                                                                                                                                                                                                                         | Person Responsible                     |
| 12. RIDE | Collision / Accident: each other | Rider/public   | M            | <ul style="list-style-type: none"> <li>• Ensure cycle is properly maintained (see also point 2)</li> <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 brake without warning</li> <li>• Concentrate at all times and anticipate changing road conditions</li> <li>• When negotiating unforeseen road conditions (such as potholes) riders should be aware that their actions impact on others</li> <li>• Ride slightly to one side of the wheel in front and with sufficient safe gap if not confident/competent to ride immediately behind the wheel in front.</li> <li>• Do not let your front wheel overlap that of the rear wheel of the bike in front</li> <li>• When riding two abreast maintain an even pace and do not speed up when another rider draws level (do not 'half wheel')</li> </ul> | L             | Y                                     | <ul style="list-style-type: none"> <li>• Pre ride briefing to be undertaken (point 11 above).</li> <li>• New/ inexperienced riders to be identified and given ride buddy (experienced rider) where possible.</li> <li>• Consider a programme of rider skills sessions and encourage all members to attend.</li> <li>• Consider publishing ACC calls and warnings.</li> </ul> | Ride Leaders Committee Secretary Chair |

|          |                                                       |                |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |   |   |                                                                                                                                                                                                                                                                                      |                                        |
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| 13. RIDE | Collision / Accident: motor vehicle, other road users | Rider / public | H | <ul style="list-style-type: none"> <li>• Riders should conform to the Road Traffic Act and follow the advice of the Highway Code at ALL times particularly advice regarding riding two abreast.<br/><a href="https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022?utm_source=dvsa&amp;utm_medium=email&amp;utm_campaign=dvsa-direct">https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022?utm_source=dvsa&amp;utm_medium=email&amp;utm_campaign=dvsa-direct</a></li> <li>• Riders should obey all traffic signals and signs.</li> <li>• At times of poor visibility, wear bright clothing and if necessary use cycle lights.</li> <li>• All riders to continually assess traffic conditions, driver attitudes and carry out dynamic risk assessments. e.g. get off and walk /use a pedestrian crossing if you have to cross a major road.</li> <li>• 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 traffic and the safety of the rest of the group who will wait.</li> <li>• Consider using person(s) at strategic points to warn oncoming traffic of any obstruction.</li> <li>• Riders to warn of approaching vehicles using known calls.</li> </ul> | M | Y | <ul style="list-style-type: none"> <li>• All accidents to be reported as per the Road Traffic Act and an accident report submitted to the Committee. detailing the circumstances</li> <li>• Report all near misses.</li> <li>• Accident trend monitoring to be conducted.</li> </ul> | Ride Leaders Committee Secretary Chair |
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| ACTIVITY | HAZARD                                                            | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |
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|          |                                                                   |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | (H/M/L)       | Y/N                                   | What                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Person Responsible                     |
| 14. RIDE | Accident: falling off, collision/ accident, other road users      | Rider/ public  | M            | <ul style="list-style-type: none"> <li>• Pay close attention to the road surface at all times and dynamically risk-assess any changes identified. e.g consider dismounting to cross a ford.</li> <li>• Be aware of the calls / warnings in relation to changes in surface such as potholes and use / pay attention to these warnings.</li> <li>• Only ride at a speed at which you are competent / confident particularly on descents.</li> <li>• Ice on the roads should be brought to the attention of the Ride Leader immediately</li> </ul> | L             | Y                                     | <ul style="list-style-type: none"> <li>• Consideration is given to cancelling club ride if the roads are icy and publicise WhatsApp.</li> <li>• Should a club ride set off and there be a risk of ice then there should be a continual dynamic risk assessment of the conditions. Consideration should be given to; <ul style="list-style-type: none"> <li>a) Call ride off</li> <li>b) Change the route</li> <li>c) Stick to main roads if they are clear of ice.</li> </ul> </li> </ul> | Ride Leaders Committee Secretary Chair |
| 15. RIDE | Third Party Claim Arising From Accident / Mishap / Financial loss | Rider          | L            | <ul style="list-style-type: none"> <li>• ACC Recommends that all members are covered for third party claims (i.e. British Cycling Membership with liability insurance)</li> </ul>                                                                                                                                                                                                                                                                                                                                                               | L             | N                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |

| ACTIVITY | HAZARD         | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                          | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
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|          |                |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                       | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 16. RIDE | Theft of cycle | Rider          | M            | <ul style="list-style-type: none"> <li>• Always try and ensure that your bike is within your sight during stops.</li> <li>• At protracted stops e.g. cafe stops it is recommended to lock your bike securely. Riders are responsible for the protection of their own bicycles from theft and damage.</li> <li>• It is recommended that you consider insurance to cover the loss or damage of your bicycle.</li> </ul> | L             | N                                     |      |                    |

| ACTIVITY | HAZARD   | WHO IS AT RISK | Initial RISK | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Residual Risk | FURTHER ACTION RECOMMENDED / REQUIRED |      |                    |
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|          |          |                | (H/M/L)      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | (H/M/L)       | Y/N                                   | What | Person Responsible |
| 17. RIDE | Stopping | Rider / Public | M            | <ul style="list-style-type: none"> <li>• Always choose a safe place to stop as a group, and in particular avoid road junctions, bends and other physical road hazards.</li> <li>• Warn riders before stopping, and keep the carriageway clear.</li> <li>• In the event of punctures, breakdowns etc clear the carriageway if possible, or ride leader to instruct the group to continue to a safe waiting place.</li> <li>• 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).</li> <li>• If unsure of the route, stop well before junction to consult map.</li> <li>• Check for presence of back marker at junctions. If necessary wait for slower riders beyond the junction.</li> </ul> | L             | N                                     |      |                    |

| ACTIVITY      | HAZARD         | WHO IS AT RISK      | Initial RISK<br>(H/M/L) | CONTROL MEASURES Recommended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Residual Risk<br>(H/M/L) | FURTHER ACTION RECOMMENDED / REQUIRED |                                                                        |                    |
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|               |                |                     |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                          | Y/N                                   | What                                                                   | Person Responsible |
| 18. RIDE      | Passing horses | Rider / Horse rider | M                       | <ul style="list-style-type: none"> <li>On approach to a horse and rider, the lead rider should warn the horse and rider by verbal communication that a human(s) are present and behind. Check that with the rider it is safe to pass and pass by slowly.</li> <li>Heed any advice given by horse rider. (Horses can be spooked by bikes)</li> <li>It is essential that the horse hears the human voice</li> </ul>                                                                                                                                                                                                               | L                        | N                                     |                                                                        |                    |
| 19. POST-RIDE |                |                     |                         | <ul style="list-style-type: none"> <li>At the end of the ride the Ride Leader may provide feedback on the ride and will be open to receiving feedback.</li> <li>Riders are encouraged to raise any issues or concerns and just as importantly to talk about things that have gone well. In addition any accidents, near misses and anything else of note must be brought to the attention of the Ride Leader if it hasn't already been done.</li> <li>If any rider is not comfortable doing this in front of others then please approach a committee member/ welfare officer privately, via official email channels.</li> </ul> |                          | Y                                     | Report to the Chair/ Welfare Officer any matters arising from the ride | Ride Leaders       |