

IPSWICH TRIATHLON CLUB ('ITC')

Risk Assessment

Introduction

1. This risk assessment is designed to identify the risks faced by members and our club when undertaking various activities. Please read and familiarise yourself with the contents of this risk assessment.
2. Currently ITC organises the following activities
 - a. Pool swimming in Woolverstone on Saturday mornings
 - b. Lake swimming (during the summer months) on Saturday and Sunday mornings
 - c. A trail run on Friday evenings, and
 - d. Group rides on Sunday mornings.
(‘Club activities’)
3. This risk assessment identifies various hazards in relation to the club activities and the steps taken to mitigate the risks identified.
4. This risk assessment employs a traffic light system to identify high, medium and low risks.
5. This risk assessment has been prepared by the ITC committee and will be revised and updated from time to time. It is being made available to all club members via the closed ITC Facebook page.
6. It is imperative that individual members appreciate that they have a duty of care to themselves, other ITC members and members of the public when undertaking club activities. Each member is required to consider their action(s) and to ensure that their acts or omissions do not give rise to a foreseeable risk of harm or injury to another person.
7. All members are reminded that they are responsible for their own safety and take part in club activities at their own risk. Members may wish to obtain appropriate third party insurance cover in this regard.
8. **Please note: No liability shall be attached to the ITC committee including its officials or members for any injury, loss or damage suffered by members participating in club activities.**

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Swim – risk assessment – Pool Swimming

1. This section is governed by government guidelines, Swim England recommendations and pool operations set by Ipswich High School and control measures will be revised when guidelines are updated.

Identified hazard	Persons at risk	Risk rating before controls	Control measures	Who to action	Risk rating after controls
<u>Personal injury</u>	<ul style="list-style-type: none"> Swimmers 	Medium	<ul style="list-style-type: none"> All swimmers to be fully paid up club members. No swimming shall take place without a Lifeguard being present. A register will be kept in the notebook held by lifeguard at table by office. Swimmers shall abide by the usual swimming pool guidelines posted by the school in the pool area (e.g. no running, no diving in the shallow end, etc Swimmers should not attend the pool if they feel unwell. Each participant is responsible for their own health and should determine if they are fit to swim 	All swimmers Lifeguards	

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			<ul style="list-style-type: none"> Please note- If in doubt, do not swim and, where appropriate, seek medical advice 		
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Swim – risk assessment – Lake Swimming

1. We are fortunate to have been given an opportunity to access a local lake. The location of the lake is recorded on the ITC Facebook page but is not to be disclosed to non-members.
2. Swimming at the lake is only permitted when the water temperature is deemed acceptable and with express permission of the owners. The ITC committee will notify members when the lake is available for use.
3. Swimming is only permitted at designated times which will be communicated to members on the ITC Facebook page
4. Swimmers are required to show respect at all times to the owners of the property and members of the public who may be in or around the lake (e.g. walkers, workmen, contractors, anglers, etc).

Identified hazard	Persons at risk	Risk rating before controls	Control measures	Who to action	Risk rating after controls
	Swimmers	High	<ul style="list-style-type: none"> prohibition on swimmers swimming alone All swimmers swim at one risk 	Swimmers	LOW

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Swimmers swimming alone			<ul style="list-style-type: none"> Swim floats are mandatory Swimmers should not leave the site if a lone swimmer remains in the water. 		
No Lifeguard	Swimmers		<ul style="list-style-type: none"> prohibition on swimmers swimming alone All swimmers swim at one risk Swim floats are mandatory Swimmers should not leave the site if a lone swimmer remains in the water. 	Swimmers	
Swimmers falling ill whilst swimming	Swimmers		<ul style="list-style-type: none"> prohibition on swimmers swimming alone All swimmers swim at one risk Swim floats are required It is recommended that swimmers take a mobile phone with them so that, if necessary, they are able to telephone for assistance in case of an emergency 	Swimmers	

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Bike – Risk Assessment

1. ITC organises regular club rides. It has members with different cycling abilities and, as a consequence, smaller groups might be organised to cater for different speeds and distances. In these circumstances, a defacto group leader who knows the route might lead the ride. The Group leader or defacto leader is neither a coach nor activator and does not have any responsibility or liability in respect of the rides. All riders have a responsibility to ride safely.
2. The Group leader shall designate the route of the ride and communicate details before and during the ride.
3. No rider shall behave in any way which may cause harm to other riders, other road users or members of the public or otherwise act in a manner which harms ITC's and/or the reputation of its members
4. All members are advised to take out suitable insurance to cover them for Group rides and racing.

Identified hazard ./ Issue	Persons at risk	Risk rating before controls	Control measures	Who to action	Risk rating after controls
Health	Riders		Each rider should only participate in a group ride if physically able to do so	Individual cyclist	

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			Riders should not start a bike ride if they feel unwell.		
Bike condition	Riders Other road users		<p>Each rider should ensure that their bike is roadworthy and should carry sufficient spares to deal with any mechanical problems encountered</p> <p>It is recommended that each cyclist inspects their bike before each ride paying particular attention to brakes, pedals, wheels and tyres.</p> <p>All riders will be expected to comply with the highway code and be familiar with cycling signals typically used in group rides.</p> <p>Please note: Tribars must not be used on group rides</p>	Individual cyclist	
Mechanical breakdown	Riders		<p>Each rider should ensure that their bike is roadworthy and should carry sufficient spares to deal with any mechanical problems encountered.</p> <p>It is also recommended that all riders carry</p> <ul style="list-style-type: none"> • a mobile phone with them so that if necessary they can telephone for assistance • pump / gas cylinders • at least one spare inner tube • tyre levers 	Individual cyclist	

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			<ul style="list-style-type: none"> • multi-tool • chain splitter 		
Clothing	Riders		<p>Each rider shall ensure that he or she is wearing appropriate clothing for the likely weather conditions</p> <p>Each rider will be required to wear an approved safety helmet. Please note: no rider will be permitted to join a group ride if they do not have a helmet.</p> <p>It is recommended that riders wear high visibility clothing and eye protection.</p>	Individual cyclist	
Nutrition	Riders		<p>Each rider shall ensure that he is she has taken on board sufficient nutrition before the ride and has appropriate nutrition for the ride or money to purchase nutrition.</p>	Individual cyclist	

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<p>Group size and experience</p>	<ul style="list-style-type: none"> • Group leaders • Riders 		<p>The club will arrange group rides to suit a range of abilities over varying distances. Group leaders will communicate the route, distance and proposed speed before each ride.</p> <p>Riders will be required to select a group that suits their riding ability.</p> <p>Riders should not start a bike ride if they are not confident that they will be able to complete it.</p>	<ul style="list-style-type: none"> • Group leader • Individual cyclist 	
<p>Guest riders</p>	<p>Third parties (non-club members)</p>		<p>Non-ITC members may join one group ride before becoming a member of ITC.</p> <p>Each non-club rider should contact the club in advance and should be made aware of this risk assessment.</p> <p>Non-ITC members will not be permitted to join a ride unless contact has been made in advance.</p> <p>Non-club members will be expected to adhere to the requirements above concerning health, bike condition, mechanical breakdown, clothing and nutrition.</p> <p>If the Group leader considers that the non-club member is not able to comply with the</p>	<p>Non-club cyclist</p>	

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			requirements set out in this risk assessment, he may refuse to permit the individual to join the group ride.		
Communication	<ul style="list-style-type: none"> • Group leaders • Riders 		<p>Prior to the day of the ride all communication in relation to group rides will be posted on the clubs closed Facebook page</p> <p>On the day of the ride the Group leader shall designate the route and communicate details before setting off on the ride. This will include</p> <ul style="list-style-type: none"> • Distance • Route • Coffee stops • Any known hazards, diversions, etc • A reminder of the standard hand signals <p>Riders need at all times to be aware of road conditions and the need to communicate hazards (e.g. pot-holes, gravel, etc) to others. Riders should also warn of approaching or passing vehicles using know signals ('car back', 'car up')</p>	<ul style="list-style-type: none"> • Group leader • Individual cyclist 	
Accidents • Accidents involving participants	<ul style="list-style-type: none"> • Group leaders • Riders 		Cyclists should at all times concentrate, communicate hazards to the group and comply with the Highway code	<ul style="list-style-type: none"> • Group leader • Individual cyclist 	

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<ul style="list-style-type: none"> • Accidents involving third parties (pedestrian, other road users) • Damage to property (whether participants or third parties) • Medical incident 			<p>Each rider shall take care to ensure that his or her front wheel does not over-lap the back wheel of the rider in front.</p> <p>Where the visibility is poor, each rider should wear bright clothing and use cycle lights.</p> <p>Group leaders shall notify the club committee of any accidents of a material nature involving club members and third parties and/or damage to property.</p> <p>Cyclists should carry a mobile phone or money for a phone to call (i) emergency services in the event of a serious accident (ii) roadside assistance</p>		
Stopping	<ul style="list-style-type: none"> • Group leaders • Riders 		<p>Group leaders shall at all times obey the highway code in relation to stopping.</p> <p>Where the group stops for a mechanical issue (e.g. puncture), it is advisable for the bike to be removed from the highway so that the issue can be resolved off of the road.</p> <p>The Group leader will let riders know if there is a planned stop (and the location).</p> <p>In the event that cyclists become dislodged from the main group, the main group should stop at the next junction to allow those at the back to re-join.</p>	<ul style="list-style-type: none"> • Group leader • Individual cyclist 	

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Passing horses	<ul style="list-style-type: none"> • Group leaders • Riders 		<p>Group leaders and riders shall slow down when approaching and passing horses and shall ensure that there is a wide gap between the cyclist and the horse when passing.</p> <p>Cyclists should heed the advice of the horse rider who may have a nervous horse.</p>	<ul style="list-style-type: none"> • Group leader • Individual cyclist 	
Poor weather	<ul style="list-style-type: none"> • Group Leader • Riders 		<p>As per above, riders should ensure that</p> <ul style="list-style-type: none"> • Their bike is roadworthy • They are wearing suitable high visibility clothing • They have sufficient nutrition • They communicate hazards to other group members on the group ride <p>Please note: In the event of poor weather the group leader shall have the discretion to cancel the ride or to shorten the route.</p>	<ul style="list-style-type: none"> • 	

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Run – Risk Assessment

1. ITC has weekly trail runs throughout the year. Prior to each run the Run leader/ organiser shall provide a general briefing before the run to explain distance, course profile and any particular hazards.
2. **Please note** - The run leader / organiser is neither a coach nor activator and has no responsibility or liability in respect of the run sessions. All participants run at their own risk.

Identified hazard	Persons at risk and how	Risk rating before controls	Control measures	Who to action	Risk rating after controls
Uneven Surfaces (e.g. slopes, tree roots, etc)	<ul style="list-style-type: none"> • Group leader / Organiser • Participants 	Medium	<p>Ensure course is suitable for those taking part and provide briefing at the beginning to explain course profile</p> <p>All participants to wear suitable footwear for the course.</p>	<p>Run leader</p> <p>Participants</p>	
Slippery surfaces	<ul style="list-style-type: none"> • Group leader / Organiser • Participants 		<p>Ensure course is suitable for those taking part and provide briefing at the beginning to explain course profile</p>	<p>Run leader</p> <p>Participants</p>	

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			All participants to wear suitable footwear for the course.		
Vegetation	<ul style="list-style-type: none"> • Group leader / Organiser • Participants 		<p>Ensure course is suitable for those taking part and provide briefing at the beginning to explain course profile</p> <p>All participants to wear suitable footwear for the course.</p>	<p>Run leader</p> <p>Participants</p>	
Clothing / shoes	<ul style="list-style-type: none"> • Participants 		Each participant is responsible for ensuring that clothing and shoes are appropriate for the terrain and weather conditions	Participants	
Medical conditions	<ul style="list-style-type: none"> • Participants 		<p>Each participant is responsible for their own health and should determine if they are capable of completing the run.</p> <p>Please note- If in doubt, do not run and, where appropriate, seek medical advice</p>	Participants	
General public	<ul style="list-style-type: none"> • Participants 		Each participant shall show respect to the general public and shall not engage in any conduct which is likely to harm the reputation of the club or its members	Participants	
Dogs	<ul style="list-style-type: none"> • Participants 		Participants to be take care when approaching and running past dogs	Participants	
Heat / sun	<ul style="list-style-type: none"> • Participants 		In hot / sunny conditions, each participant is responsible for ensuring that clothing and shoes are appropriate for the weather	Participants	

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			conditions, that they apply sufficient sun protection and are sufficiently hydrated		
Cold/rain/hail Ice	<ul style="list-style-type: none"> Participants 		In cold, rain, hail or ice, each participant is responsible for ensuring that clothing and shoes are appropriate for the weather conditions	Participants	