



## Risk Assessment

<b>ACTIVITY</b>	<b>Demonstration ride</b>		
<b>GROUP (Name)</b>	<b>Sheffield &amp; District Advanced Motorcyclists</b>	<b>ASSESSOR</b>	<b>Peter Harley</b>

<b>PEOPLE AT RISK</b>	Category	Tick if at risk
	General public	X
	Volunteers	X
	Members/Associates	X
	Others (Specify where necessary)	

<b>DATE</b>	<b>15/05/13</b>
<b>REVIEW DATE</b>	<b>15/05/14</b>

## The Risk Assessment process

A risk assessment is carried out to evaluate the likelihood of harm occurring as a result of a hazard and how severe that harm could be. The process should identify the hazards involved, then assess them. The next step is to consider how to control the risks – what can be done to keep them as low as possible.

There will be times when the risk is so high that it would be considered dangerous to carry on with the activity – e.g. conducting an advanced motor cycle test on sheet ice. There are also activities where there is a real risk of injury, but which have a very low injury level – e.g. handling sheets of paper runs the risk of “paper cuts” to the fingers.

The end result is that the risks are managed downwards by the control measures considered for that purpose. The control measures then have to be implemented .....To calculate the risk the system below is intended to be fairly simple to use ..

Severity		Likelihood	
Description	Score	Description	Score
Minor injury	1	Event unlikely to happen, but possible	1
Injury causing less than three days off work	3	About even chance an event may happen	3
Over three days off work, major injury, or a fatality	5	Highly likely, or almost certain an event will happen	5

### **Multiply the severity score by the likelihood score to produce an overall assessment:**

Result of overall risk grading: 1 = Trivial    3 or 5 = Tolerable    9 = Moderate    15 = Substantial    25 = Intolerable.

1	Trivial	No action
3 or 5	Tolerable	Use basic control measures and monitor activity
9	Moderate	Reduce the risk
15 or 25	Substantial/Intolerable	Reduce the risk, or cancel the activity/action that produced this risk assessment result

Control measures, if appropriate, need to be described in the column provided.

Hazard	People at risk	Severity	Likelihood	Overall risk	Control measures (and comments)	Sheffield Actions	Adequate controls in place (Yes/No)	If not, date for their introduction
Collision with another vehicle/road user/roadside property etc	All	5	1	5	<p><b><u>Associates</u></b></p> <ul style="list-style-type: none"> <li>All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence</li> <li>Driving licences checked prior to first session</li> <li>Eyesight tested at/before start of first session</li> <li>Briefing at start of session includes safety issues, and reminds associate he/she has responsibility for safety specifically</li> <li>Briefed in relation to safe clothing and required to wear suitable kit</li> </ul> <p><b><u>Observers</u></b></p> <ul style="list-style-type: none"> <li>All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing</li> </ul>	<p>Checked by Observer.</p> <p>Checked by Observer.</p> <p>Checked by Observer.</p> <p>Observer talks about Disclaimer which is part of marksheet.</p> <p>Checked by Observer.</p> <p>Must be Green Badge holder.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	

					<p>evidence of prior competence</p> <ul style="list-style-type: none"> <li>• All observers qualified as advanced riders and periodically checked by senior observers for competence</li> <li>• Objective of exercise is to demonstrate safety</li> <li>• All observers qualified in observing technique (Senior Observers in turn periodically re-qualified by Staff examiners)</li> <li>• Minimum activity level criteria maintained to ensure competence retained</li> <li>• Appropriate motorcycle clothing worn at all times during session</li> </ul> <p><b><u>Vehicles</u></b></p> <ul style="list-style-type: none"> <li>• Observers given authority not to accept an unsafe machine being used by associate</li> <li>• Observers use own machine, so familiar with handling and other characteristics</li> </ul>	<p>SAM Policy, records held by Guidance Secretary.</p> <p>SAM Policy, records held by Guidance Secretary.</p> <p>SAM Policy, records held by Guidance Secretary.</p> <p>SAM ride-outs supervised by Guidance Secretary or Ctte member.</p> <p>SAM Policy.</p> <p>SAM Policy.</p> <p>Observer is Green Badge holder.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	
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					<p><b><u>Miscellaneous</u></b></p> <ul style="list-style-type: none"> <li>• Observer has authority to terminate activity with an associate if he/she considers the associates' riding too dangerous or conditions inappropriate</li> <li>• Observer able to adjust pace etc of ride to match capability of associate</li> <li>• Length of individual ride at discretion of observer to maintain concentration etc</li> <li>• Route choice at discretion of observer to match road and weather etc conditions</li> <li>• Speed limits and other traffic law adhered to as part of demonstration</li> <li>• Mobile phone carried by observer in case of emergency</li> <li>• Demonstration on roads already known to observers</li> <li>• Observers able to direct students using bike to bike in helmet communication system in emergency</li> <li>• Observers demonstrate riding at every session to set standards of performance – including safety – expected</li> </ul>	<p>SAM Policy.</p> <p>Discussed during Observer Training.</p> <p>Discussed during Observer Training.</p> <p>SAM Policy.</p> <p>SAM Policy.</p> <p>Discussed during Observer Training.</p> <p>SAM Policy</p> <p>SAM policy not to use radio for direction</p> <p>SAM Policy</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	
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					<ul style="list-style-type: none"> <li>Pace of sessions at discretion of instructor to match associates capability</li> </ul>	SAM Policy	Yes	
Collision with each other due to riding together	Volunteer Member/ Associate	5	1		<ul style="list-style-type: none"> <li>Associate briefed about following position prior to run</li> <li>Observer able to stop and advise if associates following position a problem</li> <li>Observer able to adjust pace of ride if associates following position becomes a problem</li> <li>Where available radio can be used to advise associate re following position</li> </ul>	Part of Observer Training.  Part of Observer Training.  SAM Policy  SAM policy not to use radios for instructions.	Yes  Yes  Yes  Yes	
Collision of pedestrian participant with another vehicle at start/finish venue	Volunteer Member/Associate	5	1	5	<ul style="list-style-type: none"> <li>Location chosen to be away from fast-flowing traffic as far as possible, or at discretion of observer who has authority to decline a location</li> <li>Associates and observers all licensed drivers, therefore have background awareness of road dangers</li> <li>Traffic awareness an integral part of the activity and therefore given attention</li> </ul>	SAM Policy. Part of Observer Training.  SAM Policy. Part of Observer Training.  SAM Policy	Yes  Yes  Yes	

Slip/Trip at starting/finishing venue or during en route stops	Volunteer Member/ Associate	3	1	3	<ul style="list-style-type: none"> <li>• Start location chosen to be away from fast-flowing traffic as far as possible, or at discretion of observer who has authority to decline a location</li> <li>• Participants all wearing motorcycle clothing, affording some impact/graze protection</li> <li>• Location chosen to avoid uneven surfaces where possible (motorcycle parking practicalities also encourage this)</li> </ul>	Part of Observer Training.  SAM Policy  SAM Policy, part of Observer training	Yes  Yes  Yes	
Cramp etc from prolonged riding	Volunteer Member/ Associate	1	1	1	<ul style="list-style-type: none"> <li>• Demonstration ride normally restricted to short time length – 20 minutes or less</li> <li>• Timing of session at observers discretion if break/end of session required</li> </ul>	SAM Policy  SAM Policy	Yes  Yes	
Physical injury from manual handling of machine	Volunteer Member/ Associate	3	1	1	<ul style="list-style-type: none"> <li>• All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence</li> </ul>	SAM Policy.	Yes	

					<ul style="list-style-type: none"> <li>• Training given on appropriate handling of machine if necessary</li> </ul>	SAM Policy. Part of Observer Training.	Yes	
Effects of weather	Volunteer Member/ Associate	5	1	5	<ul style="list-style-type: none"> <li>• Activity cancelled/curtailed in extreme cold conditions, controlling risk of hypothermia, and also increased risk of collision due to road surface conditions</li> <li>• Route/length of sessions at discretion of observer to ensure extreme heat conditions catered for</li> <li>• Observer has total authority to cancel/curtail activity if conditions unsuitable (eg Fog)</li> <li>• Wet conditions covered as part of the training process – observer trained to deal with these</li> <li>• Session limited to short length</li> <li>• Observer has authority to terminate session if weather conditions of any kind (eg Fog) render it appropriate</li> </ul>	<p>SAM Policy.</p> <p>SAM Policy.</p> <p>SAM Policy.</p> <p>SAM Policy. Part of Observer Training.</p> <p>SAM Policy.</p> <p>SAM Policy.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	



Hearing impairment due to wind/radio noise	Volunteer Member/ Associate	3	1	3	<ul style="list-style-type: none"> <li>• Radio used for restricted purposes and limited amount</li> <li>• Ear plug use suggested to reduce “white noise” effect in helmet</li> </ul>	<p>SAM policy only to use radios for commentary.</p> <p>SAM Policy. Part of Observer Training.</p>	<p>Yes</p> <p>Yes</p>	
Rider fatigue	Volunteer Member/ Associate	5	1	5	<ul style="list-style-type: none"> <li>• Demonstration ride normally restricted to short time length – 20 minutes or less</li> <li>• Observer has authority to terminate activity with an associate if he/she considers the riding becoming affected</li> <li>• Route choice at discretion of observer to match associate need</li> <li>• Length of individual rides at discretion of observer to maintain concentration etc. Associate able to leave ride should fatigue become an issue</li> <li>• Routes designed so that associate not left a long way from start/finish if too fatigued</li> </ul>	<p>SAM Policy. Part of Observer Training.</p> <p>SAM Policy.</p> <p>SAM Policy</p> <p>SAM Policy</p> <p>SAM Policy</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	