



**IAM RoadSmart
Risk Assessment**

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Authorisation

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THIS DOCUMENT FORMS A GUIDE FOR GROUPS TO ALTER FOR THEIR SPECIFIC NEEDS



Risk Assessment

ACTIVITY	Advanced Riding with Associate (motorcycles) Group Rides with open invite
ASSESSOR	<u>Graham Barnett</u>

PEOPLE AT RISK	Category	Tick if at risk
	General Public	✓
	Volunteers	✓
	Members/Candidates	✓
	Others	

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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 have to be implementedTo 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	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 style="text-align: center;"><u>Associate</u></p> <ul style="list-style-type: none"> • All have a DVSA test pass as a minimum of prior training (or EU/foreign equivalent) All have signed a driving licence declaration. • Eyesight tested at start of session. • Briefing at start of session includes safety issues and reminds associate he/she has responsibility for safety specifically. • Associate previously novice trained and now being assessed on safety as a major focus of the session. • Proper full motorcycle clothing worn as a condition of undertaking training. • Wearing of Hi-viz encouraged if appropriate. <p style="text-align: center;"><u>Observer</u></p> <ul style="list-style-type: none"> • Observer also holds full licence for a motorcycle. • All observers are experienced in riding and competent to observe developing riding hazards. Most have either NO or LO. • Regular QA by LOA or SDM includes safety issues. • Suitable motorcycle clothing worn, wearing of hi-viz encouraged. <p style="text-align: center;"><u>Vehicles</u></p> <ul style="list-style-type: none"> • Observers will not conduct a session with an associate using a machine they feel to be unsuitable or unsafe. • Observer using his own machine therefore familiar with its characteristics etc. • Machines given visual check prior to 	Yes	

					<p>commencing session.</p> <p style="text-align: center;"><u>Miscellaneous</u></p> <ul style="list-style-type: none"> • Observer will terminate activity with the associate if he/she considers the riding too dangerous or conditions inappropriate. • Route choice at discretion of observer to match associate performance/road and weather conditions, vehicle capability etc. • Adherence to speed limits and other traffic law during session. Non adherence and the observer will end the session. • Safety is a major part of the assessment being made. 		
Collision with each other due to riding together.	Volunteer Member Asst	5	1	5	<ul style="list-style-type: none"> • Controls as above in this column apply where appropriate. • Observers trained to follow in position so as not to follow associate "in line" • Observer trained to maintain observation ahead of associate as well as maintaining observation of associate activity 	Yes	
Collision of pedestrian with another vehicle at start/finish venue.	Volunteer Member Asst	5	1	5	<ul style="list-style-type: none"> • Location chosen to be away from fast flowing traffic as far as possible, or at the discretion of observer who has authority to decline a location. • Associates are all licensed riders therefore have background awareness of road dangers. • Observers all experienced advanced riders with heightened awareness of safety issues. • Hi – viz clothing worn if appropriate. 	Yes	
Slip/Trip at starting finishing venue.	Volunteer Member Asst	3	1	3	<ul style="list-style-type: none"> • 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 if inappropriate. • Locations with uneven surfaces avoided where possible. 	Yes	

Associative falling from machine during slow riding manoeuvre.	Asst	1	3	3	<ul style="list-style-type: none"> Associate previously trained in slow riding prior to session (DVSA). Location chosen to avoid uneven ground, especially slippery surfaces etc. Activity conducted in quiet area as far as possible to allow concentration on the task. Session conducted at low speed (ideally walking pace or lower) Conducted during rest of observed session, so other controls in this column apply as appropriate. 	Yes	
Rider Fatigue.	Associate	3	1	3	<ul style="list-style-type: none"> Session managed by observer with suitable breaks built in. Observer will abandon/postpone session if concerned. Appointment set by mutual arrangement between observer and associate. 	Yes	
Cramp etc from prolonged riding.	Volunteer Member Asst	1	1	1	<ul style="list-style-type: none"> Session managed by observer suitable breaks planned in. 	Yes	
Hearing impairment due to wind/radio noise.	Volunteer Member Asst	3	1	3	<ul style="list-style-type: none"> Ear plug use suggested Session restricted to 90 minutes maximum. 	Yes	Observers Forum
Effects of weather.	Volunteer Member Asst	3	1	3	<ul style="list-style-type: none"> Activity cancelled/curtailed in extreme cold conditions, controlling risk of hypothermia, and also increased risk of collision due to road surface conditions. Route/length of sessions at discretion of observer to ensure extreme heat conditions catered for. Observer will cancel/curtail activity if conditions unsuitable (eg Fog). Wet conditions covered as part of the training process – Observer experienced in dealing with these. Session limited to 90 minutes 	Yes	

					<p>maximum.</p> <ul style="list-style-type: none"> Observer will terminate the session if weather conditions of any kind render it appropriate. 		
Physical injury from manual handling of machine.	Volunteer Member Asst	3	1	3	<ul style="list-style-type: none"> All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence. Locations with uneven ground avoided wherever possible. 	Yes	
Lone worker meeting unknown person – risk of assault.	Volunteer	3	1	3	<ul style="list-style-type: none"> Brief location with associate in Observers' control, allowing use of public space if appropriate Observer will withdraw if unhappy with behaviour of associate. Details of candidates normally known to others in the organisation and details of session organised by observer. De-brief location with associate in observers' control, allowing use of public place if appropriate. Communicate concern with Associate Co-Ordinator as soon as reasonably practicable 	Yes	Observers Forum