

BAC MOUNTAIN BIKE INSTRUCTION - RISK ASSESSMENT

Hazards & Control Measures

Group Size & Levels of Supervision

The maximum recommended group size is six to one instructor and adult helper. However, the decision is determined by the risk assessment process of the client group and may be significantly reduced with groups with behavioural challenges and/or disabilities. Conversely, a larger group size may be practical following such an assessment.

Dangers to rider from defective bike parts

Action - All bikes to be serviced before use. Pre-ride checks must also be completed by group and Instructor: Special attention must be given to brakes, seat posts, saddles, tyres and handlebars.

Inexperienced/Low confidence cycle rider

Action - Instructor will ask each rider to ride a short distance on site. A marked route with a demonstration of riding one handed, using one hand and then the other can be used or equivalent. This will assist in assessing ability and decisions regarding suitability of route

Danger to riders from falling – head injuries

Action - Riders must wear appropriate helmets.

Unsafe Riding position

Action - Bikes must fit the rider with feet able to touch ground when on saddle with good clearance between crotch and top tube.

Reckless Riding – excessive speed; overtaking; bike collisions

Action - The group must be briefed re appropriate riding instructions for the terrain and route being used.

With all novice groups, the Instructor **MUST** stay at the front of the group, will not allow overtaking and must dictate the speed of the route and particularly steep descents. Always avoid long descents and arrange to zigzag the route wherever possible with novice groups.

Accidents & Dangerous Occurrences

Action – The Instructor must hold an up to date First Aid Qualification. A First Aid Kit must be carried by all instructors. Incidents must be recorded on the record sheets located in the BAC Store (Avonquay). The instructor, with the accompanying member of staff will decide if an ambulance is necessary.

Dangerous Routes

Action - Instructors must know the routes they are using and must ensure that only routes suitable for the group are used.

Riders Clothing & Footwear

Action - Instructors must ensure that footwear is suitable and that laces are tied. Riders must not have loose clothing, particularly near moving parts.

Use of Vehicle

Action - Where instructors transport groups to venues, the Instructor must have obtained the Local Authorities Minibus Driver Assessment Qualification. Seat belts must be used by all passengers and gangways must not be obstructed by equipment.

Quality of Instructors

Action - Instructors must be experienced mountain Bikers, have general instructional experience and be approved and briefed by the centre manager. A NGB Award is preferred but an in-house site-specific assessment is acceptable. Instructors will have a current CRB certificate.

Unsupervised Activity

Action - No person shall ride a bike without a supervising instructor.

Incapacity of Instructor/Supervision

Action - All groups must also be accompanied by a competent adult who can assist should the instructor become incapacitated.

Call-out of Emergency Services & Communication with Centre

Action – Mobile phone contact with the centre is essential (or radio by prior agreement)

The Centre Manager and the Nominated Persons responsible for the above activity will consult with Instructional Staff with regard to the identified hazards and actions. There will be an annual review of this document at the end of the year, with any new hazards identified for the following year.

INSTRUCTOR KIT

- 1 Check sufficient Bikes loaded up for number in group
- 2 Check helmet numbers and that they are loaded.
- 3 Check groups clothing and footwear – if required borrow boots, anoraks & Over-trousers from store
- 4 Check radio batteries are ok
- 5 Winter trips – Gloves from store

Instructor Rucksack must include:-

- 1 Repair Kit
- 2 Pump
- 3 First Aid Kit
- 4 Spare inner tubes