



## GROUP RISK ASSESSMENT

Group Venue and area:

Timed Reps Session

Assessed by (leader's name):

Kat Humphreys

Date of Assessment:

24/01/2025

Task/activity you are assessing?	Hazards which may be present or may be generated?	Who may be harmed by the hazards?	Precautions already in place to either eliminate or reduce the risk of an accident happening?	Additional precautions you may need to either eliminate or reduce the risk?
<b>Group safety before first and every session</b>	<b>Venue /location</b>  <b>Ability of participants</b>  <b>Participants with known health problems injury/fitness – prior to session</b>	Group leader Participants	<ul style="list-style-type: none"> <li>• Ensure there is a safe place for belongings and that participants feel safe at the venue</li> <li>• The health disclaimer should be completed prior to the first session</li> <li>• The leader should retain a copy of the disclaimer</li> <li>• The leader should retain contact details and a note of any medical conditions</li> <li>• Refer to GP if at all in doubt</li> <li>• Ensure medication is carried by participants where appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Leader stays at the start/finish area.</li> </ul>
<b>General safety on every session</b>	<b>Injury/illness unreported by participant</b>  <b>Inappropriate clothing</b>  <b>Visibility of group</b>  <b>Possible dehydration or low energy</b>  <b>Injury and illness during session Footwear</b>	Group leader Participants	<ul style="list-style-type: none"> <li>• Perform a visual check and health/injury enquiry before every session</li> <li>• Clothing should suit the conditions</li> <li>• Reflective tops should be mandatory</li> <li>• Next of kin contact details should be available</li> <li>• A UKA qualified leader must lead all sessions</li> <li>• New members should be pre-advised regarding bringing water and any necessary food with them</li> <li>• Participants should have been advised to have eaten no more than two hours prior to the session</li> <li>• A clear policy on management of injured or ill runners is required</li> <li>• First aid must only be given if currently qualified</li> <li>• Advice on footwear can be given by the leader</li> </ul>	<ul style="list-style-type: none"> <li>• Leader to carry:               <ul style="list-style-type: none"> <li>• Mobile phone</li> <li>• First aid kit</li> <li>• Water</li> <li>• Sugary snack</li> </ul> </li> <li>• Brief the group at the start of session including any recovery etc.</li> <li>• Reduce the congregation at the start of the session to a minimum, if required.</li> <li>• Count your group at regular intervals and be aware of runners that may leave early</li> <li>• Runners can leave drinks/clothing etc with coach during the session who will be positioned at the start finish/area.</li> </ul>

<b>Running routes</b>	<p><b>Uneven ground, potholes, slippery ground, mud, street furniture, debris, bins or rubbish bags</b></p> <p><b>Visibility</b></p> <p><b>Ability of the group</b></p>	<p>Group leader Participants</p>	<ul style="list-style-type: none"> <li>• Course has been checked for suitability within the guidelines advised in UKA Leadership Risk Assessment</li> <li>• Participants forewarned of route obstacles</li> <li>• Routes selected that have good lighting wherever possible</li> <li>• Rural groups must wear lights</li> <li>• Road safety rules must be adhered to</li> <li>• Session kept to appropriate time</li> <li>• Intermediate and advanced sessions may be longer</li> <li>• On-going assessment by leader, with adaptation as required</li> <li>• Ability of the slowest/ least able sets the session time</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-check the track close to the day of the session and mark track if needed.</li> <li>• Have a contingency plan if we are unable to complete the session due to weather, road closures, surface issues etc.</li> <li>• Runners will run as a group but line up according to pace and ability.</li> <li>• Runners to keep to the inside lanes of the track and overtake, rather than undertake slower runners.</li> </ul>
<b>Traffic/road crossings</b>	<b>All traffic, including other members of the public, runners, cyclists, crossing traffic</b>	<p>Public Group leader Participants</p>	<ul style="list-style-type: none"> <li>• Use any and all crossings provided as a prudent pedestrian</li> <li>• Cross as a group</li> <li>• Take personal responsibility</li> <li>• Reinforce every week</li> <li>• Respect all other users of the highway</li> <li>• Follow the Highway Code</li> </ul>	<ul style="list-style-type: none"> <li>• Undertake the warm up in a shaded area under the trees, especially if hot and sunny.</li> </ul>
<b>Weather</b>	<b>Variations in weather making it too cold, wet, hot or slippery</b>	<p>Public Group leader</p>	<ul style="list-style-type: none"> <li>• Weather reports should be checked leading up to and on the day</li> <li>• Runners to be given advice on clothing, fluid intake and sun screen</li> <li>• Cancellation to be considered if ice, snow or lightning are likely</li> <li>• Cancellation to be considered if red weather warning has been issued</li> <li>• Carefully monitor participants for difficulties</li> </ul>	<ul style="list-style-type: none"> <li>• Abandon run and return to centre if conditions deteriorate</li> <li>• Have contingency plan if weather deems planned route/session not safe and there is a safer alternative</li> </ul>

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<b>Animals</b>	<b>Presence of and behaviour of animals and their owners</b>	Group leader Participants	<ul style="list-style-type: none"> <li>• Ensure runners keep aware of and alert to things around them</li> <li>• Be aware of any fears and phobias in your group – and take them seriously</li> <li>• Respect other street users</li> <li>• Follow the Countryside Code when on farmland</li> </ul>	
<b>Members of Public</b>	<b>Getting in way of runners, causing injuries or accidents</b>	Public Group leader Participants	<ul style="list-style-type: none"> <li>• Ensure participants are respectful of other road users</li> <li>• Avoid areas known to be unsuitable. Local knowledge is helpful, listen to people who may be well informed</li> </ul>	<ul style="list-style-type: none"> <li>• Run on the inside lane.</li> <li>• Line up according to pace.</li> </ul>