

Risk Assessment: On road Observing/Guidance including demonstration riding by Observer

Key:

At risk: Riders (Associates/Observers), Public, Road Users

S: Severity of potential injury/incident

L: Likelihood

Risk (overall score)

Severity	Score	Likelihood	Score	Risk overall score	Risk level	Action required
Minor injury	1	< 50% probability	1	1	Trivial	No action
Injury causing less than three days off work	3	50% probability	3	3-5	Tolerable	Use basic control measures and monitor activity
Injury causing 3+ days off work/fatality	5	> 50% probability	5	9	Moderate	Reduce the risk before proceeding
				15+	Intolerable	Reduce the risk, or cancel the activity/action that produced this risk assessment result

Produced by: Chris Whitmore

Date accepted by Committee:

Date for review:

Hazard	At risk	S	R	Control measures (and comments)	SAM	Adeq uate	Review measures and timescales
Road traffic accident	All	5	5	Associates:			
				All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence	Checked by Observer	Y	On changes to legislation/licensing regime
				Eyesight tested at/before start of first session	Ditto	Y	Ditto
				Briefing at start of session includes safety issues, and reminds associate he/she has responsibility for safety specifically	Ditto	Y (Obs erver talks about t Discl aime	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback

						r h i s p a r t o f m a r k s h e e t.)	
				Briefed in relation to safe clothing. Proper clothing required as condition of taking part	Ditto, Observer has the right to cancel session if prerequisite not met	Y	Ditto all above
				Observers:			
				All observers qualified in observing technique (National Observers in turn periodically re-qualified by Staff examiners)	Training Policy, Guidance Secretary oversight	Y	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback
				Minimum activity level criteria maintained to ensure competence retained	Ditto	Y	Ditto
Road traffic accident (cont'd)	All	5	5	Vehicles:			

			Observers given authority not to accept an unsafe machine being used by associate	Training Policy, Guidance Secretary oversight	Y	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback and on changes to legislation/licensing regime
			Observer using own machine, and therefore familiar with its characteristics etc	Ditto	Y	Ditto
			All Observers qualified to Green Badge standard, and under guidance of National Observers/ Senior National Observer, peers	Training Policy, Guidance Secretary/ SNO oversight	Y	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback
			Miscellaneous:			
			Observer has authority to terminate activity with an associate if he/she considers the riding too dangerous or conditions inappropriate	Training Policy, Guidance Secretary/ SNO oversight	Y	Ditto
			Length of individual rides at discretion of Observer to maintain concentration etc/ route choice at discretion of	Ditto	Y	Ditto

				observer to match associate performance/road and weather etc conditions			
Road traffic accident (cont'd)	All	5	5	Miscellaneous:			
				Written reports of associate performance kept on all rides, creating atmosphere of accountable performance, and allowing any "new" observer access to information about previous performance/behaviour of associate	Training Policy, Guidance Secretary/ SNO oversight	Y	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback
				Where available, mobile phone carried by observer in case of emergency/ Observers able to direct students using bike to bike in helmet communication system in emergency	Ditto	Y	Ditto
				Observers trained to follow in position so as not to follow associate "in line"/ Observer trained to maintain observation	Ditto	Y	Ditto

				ahead of associate as well as maintaining observation of associate activity			
Slips/trips at start/finish venue	Riders	3	3	Choice of location at discretion of Observer	Training Policy, Guidance Secretary/ SNO oversight	Y	Ditto
				Participants to wear sufficient PPE	Ditto	Y	Ditto
Manual handling of machine	Riders	3	3	All have DSA training pass, Observer qualified at Green Badge minimum level.	Ditto, specific training available from experienced peers	Y	Ditto
Hearing impairment due to wind/radio noise	Riders	1	1	Ear plug use suggested	Training Policy, Guidance Secretary/ SNO oversight	Y	Reviewed periodically via Guidance Secretary/Training Committee, and via Assoc/Observer feedback, or on legislative change
Rider fatigue	Riders	3	3	Length/pace/technical complexity of ride left to Observer discretion, Observer ability to monitor Associate wellbeing at debrief stop/s	Ditto	Y	Ditto
Weather conditions	Riders	5	5	Activity cancelled/curtailed in extreme cold conditions, controlling risk of hypothermia, and also increased risk of collision due to road surface conditions	Ditto	Y	Ditto
				Route/length of sessions at discretion of observer to ensure extreme heat conditions catered for	Ditto	Y	Ditto

				Observer has total authority to cancel/curtail activity if conditions unsuitable (eg Fog)	Ditto	Y	Ditto
				Wet conditions covered as part of the training process – observer trained to deal with these	Ditto	Y	Ditto
				Session limited to short length	Ditto	Y	Ditto
Lone worker meeting unknown person – risk of assault	Riders	5	5	Observer authorised to choose meeting venue (SAM policy a public place) and to withdraw if concerned	Ditto	Y	Ditto
				Associate identity known to SAM	Ditto	Y	Ditto