

**DERBYSHIRE COUNTY COUNCIL  
MANAGEMENT OF HEALTH & SAFETY AT WORK REGULATIONS  
CHILDREN & YOUNGER ADULTS (CAYA)**



**GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:**

Buggies

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment	8/10/13	Date of Issue	1 January 2014
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Assessment carried out by

Don Smith

Signature

Reviews

Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2014	Don Smith	14/11/14	Y	
Nov/Dec 2015	Ian Powell	29/01/16	Y	
OCT 2016	Ian Powell	25/10/16	Y	
Dec 2018	Ian Powell	05/12/17	Y	

Affected persons:

Young People/Clients

Staff

Visitors

Contractor

Others (specify)

Name of Manager confirming and agreeing Assessment:

Ian Price

Signature:

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

# RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p><b>Injury.</b></p> <p><b>Injury arising from collision with trees, fences, rocks or walls or other traffic/pedestrians on site.</b></p>	<ul style="list-style-type: none"> <li>• Instructor must hold a current first aid certificate.</li> <li>• First aid kit must be accessible.</li> <li>• Group size and ratios suited to group ability.</li> <li>• Appropriate briefing and differentiation of activity.</li> <li>• Demonstration of good riding technique, correct use of brakes.</li> <li>• Briefing on nature of “fixed wheel” buggies.</li> <li>• Clothing to be secured to avoid entanglement.</li> <li>• Helmets to be worn at all times during sessions.</li> <li>• Appropriate briefing for more technical areas.</li> <li>• Appropriate briefing and warnings of particularly hazardous corners, obstacles etc.</li> <li>• Safe spacing of buggies.</li> <li>• On-going advice to group. Setting up of a course or track with a “parking zone”.</li> <li>• Young people not to get off buggies while on the track. Use of ‘Pits’.</li> <li>• Non participants to be marshalled in safe area.</li> <li>• Initial briefing to include warning on</li> </ul>		Instructor / Leader in charge of the session	<p>All leaders for Buggy sessions must have been trained and signed off.</p> <p>When setting up in the sports hall ensure they go in an anti-clockwise route and the blue mates are in front of the new green fence.</p>		

<p><b>Extreme weather.</b></p> <p><b>Inappropriate behaviour.</b></p> <p><b>Choking hazard.</b></p> <p><b>Illness</b></p>	<p>busy nature of site and areas where traffic or pedestrians may be encountered.</p> <ul style="list-style-type: none"> <li>• On-going warnings given when approaching roads/car parks/paths etc.</li> <li>• Weather forecast obtained and previous conditions taken into account.</li> <li>• Activity adapted or abandoned where appropriate.</li> <li>• Ongoing risk assessment at start and during activity – weather conditions continually monitored.</li> <li>• Equipment/clothing lists sent to groups.</li> <li>• Individuals' kit checked before session to ensure adequate protective clothing and equipment.</li> <li>• Suitable emergency equipment accessible</li> <li>• Group briefing and management</li> <li>• Use of 'Sin Bin' facility or suspension of activity</li> <li>• No eating/chewing to be allowed during sessions.</li> <li>• Information about existing medical conditions known by staff.</li> </ul>			
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Staff or individuals to carrying appropriate inhaler, auto injector, medication etc.

**Injury arising from damaged or faulty buggy.**

- All buggies to be checked by instructor before and after use.
- Faults to be flagged up and any dangerous buggies to be withdrawn from use immediately.

Staff are to push the buggies to the area they will be used to prevent damage to the chain and crank.