

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:

Buggies/Accessible bikes

PART 1 : ADMINISTRATIVE DETAILS

<p>Section/Establishment Name: Lea Green Centre</p>			
Date of Assessment	8/10/13	Date of Issue	1 January 2014
Assessment carried out by	DS	Signature	

Reviews				
Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2021	IW,GN,DH,PV	10/11/21	Y	
Nov 22	IW/PV/GN/DH	3/11/22	Y	
Nov 23	IW/GN/DH/PV	14/11/23	Y	
Dec 2024	IW GN	4/12/24	Y	
Jan 2026	GN PV	6/01/26	Y	
Dec 2021	ME	24/11/20	y	

Affected persons:	Young People/Clients <input checked="" type="checkbox"/>	Staff <input checked="" type="checkbox"/>	Visitors <input checked="" type="checkbox"/>	Contractor <input type="checkbox"/>	Others (specify) <input type="text"/>
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Name of Manager confirming and agreeing Assessment:	IP
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
<b>Inappropriate behaviour.</b>	<ul style="list-style-type: none"> <li>• Group briefing and management</li> <li>• Use of 'Sin Bin' facility or suspension of activity</li> </ul>		Instructor / Leader in charge of the session	All leaders for Buggy sessions must have been trained and signed off.		
<b>Illness</b>	<ul style="list-style-type: none"> <li>• Information about existing medical conditions known by staff.</li> </ul>			Staff or individuals to carry appropriate inhaler, Adrenalin auto injector, medication etc.		
<b>Injury.</b>	<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. <b>"Don't use your feet"</b></li> <li>• Briefing on nature of "fixed wheel" buggies.</li> <li>• Clothing to be secured to avoid entanglement.</li> <li>• Ensure Lanyards/scarfs are removed or tucked away.</li> <li>• Helmets to be worn by all participants at all times.</li> <li>• Ensure students go in an anti-clockwise direction.</li> <li>• Appropriate briefing and warnings of particularly hazardous corners,</li> </ul>			When setting up in the sports hall ensure they go in an anti-clockwise route and the blue mats are in front of the new green fence.		

<b>Injury arising from collision with trees, fences, rocks or walls or other traffic/pedestrians on site.</b>	<ul style="list-style-type: none"> <li>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> </ul>			
<b>Extreme weather.</b>	<ul style="list-style-type: none"> <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> </ul>			
<b>Choking hazard.</b>	<ul style="list-style-type: none"> <li>No eating/chewing to be allowed during sessions.</li> </ul>			
<b>Injury arising from damaged or faulty buggy.</b>	<ul style="list-style-type: none"> <li>All buggies to be checked by instructor before and after use.</li> <li>Faults to be flagged up and any dangerous buggies to be withdrawn</li> </ul>		Faulty buggies to be reported and clearly labelled in the store.	

<b>Additional potential hazards associated with a person's disability</b>	<p>from use immediately.</p> <ul style="list-style-type: none"> <li>Additional measures may need to be taken to enable visitors with a disability to access the area on site and engage with the activity.</li> </ul>		<p>A discussion with the participant along with visiting staff/carers should be had to decide on the most appropriate way to access the site or whether a more accessible location is used.</p> <p>Additional staff may be required.</p> <p>Additional time may need to be factored into the session.</p> <p>Handling belts may be used to assist less ambulant users</p> <p>Less mobile visitors may be more sensitive to environmental conditions and need closer supervision</p> <p>For visitors with disabilities a discussion with the participant along with visiting staff/carer should be had to ensure the most appropriate PPE is worn.</p> <p>If our PPE is not suitable for the participant's needs, we may need to refuse participation for safety reasons</p> <p>Instructors providing accessible bikes should be trained in their use, ensure the most appropriate bike is used and wheelchairs are attached accordingly.</p>	
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