# ASHFORD STRIDERS Risk Assessment - Thursdays

**The following risk assessment was completed to review the various run routes lead from ASHFORD RAILWAY CLUB. These runs will consist of an Ashford Striders' Run Leader leading session over various distances, catering for different abilities, with group sizes of no more than 15 athletes to one run leader. All runs will be led by a LiRF where possible. In the event of a LiRF not being available a responsible adult, deemed suitable by the Head Run Leader, will be permitted to lead the run but the session/route will be planned by the Head Coach who is a CiRF. The risk assessment has been carried out following guidance from UK Athletics. The five steps to risk assessment have been followed.**

**This Risk Assessment is the property of Ashford Striders**

| THURSDAY CLUB NIGHT | | Ashford Railway Club | Venue Contact Name & Contact Details: | Tel: 01233 620962<br>Email: info@ashfordrailwayclub.co.uk<br>www.ashfordrailwayclub.co.uk |
|---|---|---|---|---|
| **Address (inc. postcode)** | | Beaver Road, Ashford TN23 7RR | | |
| **Group:** | | Road Running Session | **Location of first aider:** | All Run Leaders have/to have basic first aid training |
| **Date:** | | Every Thursday | **Location of Defibrillator** | List of known accessible defibs in "injury, fall, accident" section or call 999 for nearest |
| **Time:** | | 18:40 for 18:45 start | **Location of telephone:** | Inside club / all Run Leaders carry mobiles |
| **Participants:** | **Number:** | 3 – 15, RLs to manage group no. & advised to seek assistance if more than 15 | **Location of toilets:** | Inside Railway Club |
| | **Age:** | 18 and over | **Location of changing rooms:** | N/A |
| | **Ability:** | Mixed | **Location of first-aid kit:** | All Run Leaders carry basic first aid pack |
| **Head Run Leader name:** | | Eleanor Weekes | **FA kit stocked and maintained:** | Yes (expiry dates at least July 2028), RLs to ask for replacement stock when needed |
| **Regular routes:** | | Regular RL routes can be found on RL Strava profile and some are also saved on plotaroute.com; My Clubs; Ashford Striders. | **Additional notes:** | |
| **Venue documents read and understood:** | | Jan 2022 - venue guide for both RLs and members produced and shared by Jason Caldwell. | Currently 6 groups as follows:<br>Group 1 = 9mm or less run for approx 1 hour<br>Group 2 = 9:00 – 9:30mm run for approx 1 hour<br>Group 3 = 9:45 – 10:15mm run for approx 1 hour<br>Group 4 = 10:30 – 11mm run for approx 1 hour<br>Group 5 = 11:15 – 12mm run for approx 1 hour<br>Group 6 (from 17/3/22) = returners / beginners / jeffing, approx. 45 mins<br><br>Group dynamic warm before runs commence, RLs to brief group and check for injuries, cool down stretches essential. | |

| HAZARD | PEOPLE AT RISK | IS THE RISK ADEQUATELY CONTROLLED? | RESIDUAL RISK | WHAT FURTHER ACTION IS REQUIRED TO CONTROL RISK? |
|---|---|---|---|---|
| *List considerations here* | *List groups of people at risk from hazards identified* | *List existing controls here or note where information can be found* | *High*<br>*Medium*<br>*Low* | *List the risks which are not adequately controlled, and the actions proposed where it is reasonably practicable to do more* |
| **1. Injury or Fall to Runner, accident, incident, near miss** | Group Run Leader & Participant | Dynamic warm up is incorporated, where possible, at beginning of session to reduce injury risk.<br>Cool down stretches are performed at end of sessions to reduce injury risk.<br><br>RL/competent first aider to deal with casualty in the event of an accident/incident (call emergency services if necessary). Rest of the group will maintain distance, unless assistance required, while treatment being given.<br><br>All RLs carry first aid kit (ensure replenished as and when), use PPE (if required).<br><br>RLs carry mobile phone and have What 3 Words app installed on their phones to ensure accurate location can be given if an accident/incident occurs.<br><br>RL to cancel/abandon session, if necessary<br><br>**RLs to report accidents/incidents/near misses to Club Chair chair@ashfordstriders.uk.**<br>**If affected member consents, complete online UKA form**<br>**https://www.mysporthost.com/HealthAndSafety/**<br><br>*Sessions/events where members may separate from the groups, e.g. "no tech run" will have 1 or 2 volunteer members on course who will communicate with RL in charge, e.g. "last runner has past X point" and where possible, follow the last participant to the finish* | **High** | All Run Leaders to have basic first aid knowledge, first aid courses and refresher courses are undertaken at least every 3 years.<br>Any new Run Leaders must undertake the England Athletics First Aid Course if not had adequate basic first aid training elsewhere, e.g. at work.<br><br>All RLs, considering team has grown/changed quite a bit, to ensure aware of procedure for reporting accidents/incidents/near misses.<br><br>RLs to check expiry dates within items in first aid kit and replenish as/when necessary.<br><br>*List of accessible defibrillators (but confirm with 999 if need arises):*<br>- *Rift Group, 200 Eureka Park TN25 4AZ (available until 20:30)*<br>- *Premier Foods, Kennington Rd TN24 0LU (24/7)*<br>- *SBE (UK) Ltd, Unit A2 Beaver Business Park TN23 7SH (security reception, available until 21:30)*<br>- *Singleton Village Hall TN23 5LB (available 24/7)*<br>- *Great Chart Village Hall TN23 3AX (available 24/7)* |

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| **2. Running Routes** (including uneven ground, potholes, slippery ground, mud) | Group Run Leader & Participants | Venues/routes checked for suitability within the guidelines advised in UKA Leadership.<br>RLs inform each other of any unexpected hazards they may become aware, i.e. ad-hoc road works, road and footpath closures, flooding, etc<br>RLs remind members they must wear lights/hi-viz when running in winter months.<br>Trail shoes advised for trail runs.<br>Participants forewarned of route obstacles.<br>Road safety rules are adhered to.<br>Leader and participants continually risk assess throughout session and inform group of hazards. | **Medium** | RLs to access regularly used routes from other RLs' Strava, sessions on Spond or routes saved to "Plot A Route" within "my clubs" – Ashford Striders.<br>RLs to share knowledge of suitable venues/routes for sessions. |
| **3. Ability of the group** | Group Run leader & Participants | Routes/tech session venue checked for suitability within the guidelines advised in UKA Leadership.<br>RL check for existing injuries at start of session and ensure member ok to run/has contingency plan, if need be.<br>RLs encourage faster paced runners within the group to loop back to enable the ability of the slowest/least able to set the session time.<br>Continue to offer varied tech sessions to cater for all abilities and encourage members to participate in tech sessions.<br>Introduced additional sessions July 2022 Monday/Tuesday to offer more variety. | **Low** | Repeat specific sessions to enable members of all abilities to see progression.<br>Possibly offer 2 LSRs weekend/a different weekday to cater for different abilities.<br>Possibly offer once a month trial session for complete beginners |

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| | | No. of groups on a Thursday was increased from 3 to 6, including a session suitable for beginners/returners. | | |
| **4. Antisocial behaviour** | Group Run Leader & Participants | Be aware of antisocial behaviour. RL to risk assess accordingly, adjust/abandon session, as necessary and their decision to be respected.<br>RLs and members encouraged to report any incidents/near misses to https://www.englandathletics.org/resources/view/incident-accident-reporting-guidance/ also advisable to report to https://www.kent.police.uk/ro/report/asb/asb/report-antisocial-behaviour/ or contact 101 | **Medium** | |
| **5. Winter Conditions / Cold Weather** | Group Run leader & Participants | Routes selected that have good lighting, wherever possible.<br><br>Weather reports to be checked leading up to and on the day.<br><br>RLs remind members on Spond event to wear lights/hi-viz, dress appropriately, etc.<br><br>During run - carefully monitor participants for difficulties. Cancellation to be considered if ice, snow or lightning<br><br>Ongoing assessment by RL, throughout session, with adaptation as required. | **Medium** | Cancel/abandon session if conditions too hazardous/deteriorate. |

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| **6. Summer Conditions / Hot Weather** | Group Run leader & Participants | Weather reports to be checked leading up to and on the day.<br><br>All Runs to be cancelled where the temperature is 30°C or above at the scheduled start time.<br><br>RLs advise members on Spond event to hydrate well throughout the day, dress appropriately and to wear sunscreen during peak summertime, if necessary.<br><br>Routes selected that have good visibility wherever possible, i.e. not being able to see car headlights on country roads during lighter evenings.<br><br>Ensure all runners are dressed appropriately and encourage to carry water.<br><br>During runs - make sure runners have regular hydration breaks and carefully monitor participants for difficulties. Ongoing assessment by RL, throughout session, with adaptation as required. | **Medium** | Cancel/abandon session if temperature reaches 30 degrees at the time of the run |
| **7. Traffic/Road Crossings** | All traffic, inc. members of the public, runners, cyclists, crossing traffic | Use any and all crossings provided as prudent pedestrian. Members ahead to loop back and cross as group.<br><br>Cross as a group and take personal responsibility, reinforce every week to respect all other users of the highway, and follow the Highway Code. | **Medium** | |
| **8. Other Hazards &** | All traffic, including other members of | Due to the diversity of the routes, Run Leaders will assess as they progress through the session. | **Low** | Cancel/abandon session if conditions too hazardous/deteriorate. |

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| **Members of Public** | the public, runners, cyclists, | If necessary, RL will ask an experienced participant to assist and/or appoint additional RL; one to take the session the other to look after the health and safety OR one front of group, one at rear and both to monitor Health & Safety.<br><br>**For the safety of both the individual and the group, only bone-conduction headphones are permitted during club runs.**<br><br>Local knowledge is helpful, listen to people who may be well informed. Avoid areas known to be unsuitable.<br><br>Ensure participants are respectful of other road users/cyclists. | | |
| **9. Animals** | Group Run leader & Participants | Ensure runners keep aware of, be alert to presence/behaviour of animals and their owners.<br><br>Follow the Countryside Code when on farmland.<br><br>RLs to be aware of any fears and phobias in your group. | **Low** | |
| **10. Asthma / Epilepsy** | Group Run leader & Participant | Ensure all relevant participants always make themselves known and carry an inhaler or epilepsy card/bracelet.<br><br>Carefully monitor participant(s) for difficulties.<br><br>Club Membership secretary reinforces to new members to make club/RLs aware of any such health issues. | **Low** | As well as basic first aid knowledge, all RLs to be aware of basic first aid procedures for asthmatics and epilepsy sufferers.<br><br>https://www.redcross.org.uk/first-aid/learn-first-aid/seizures<br>https://www.redcross.org.uk/first-aid/learn-first-aid/asthma-attack |

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| **11. Other medical conditions** | Group Run leader & Participant | Ensure all relevant participants make themselves known and carry any necessary medication.<br><br>Carefully monitor participant for difficulties. | **Low** | All Run Leaders to have basic first aid knowledge/attend first aid courses as mentioned in point 1. |
| **12. Covid 19** | Group Run Leader, Participants & General public | Latest UKA guidance, as of 24/02/22, states there are no longer any Covid restrictions in place | **Low** | All members to be familiar with and adhere to latest Covid 19 Government guidelines should things change www.gov.uk/coronavirus<br>Members to take personal responsibility for own health and are advised not to run if symptomatic with Covid |

| Action Point | Responsible Person | Priority | Date Completed |
|---|---|---|---|
| PPE/First aid kits for run leaders (point 1) | Head Run Leader / Treasurer | | Ongoing |
| Inform RLs how to report accidents/incidents/near misses (point 1) | Head Run Leader | | Aug 2026 |
| Locations of defibrillators (point 1) | Head Run Leader | | Aug 2026 |
| RLs to be made aware of asthmatics/epilepsy sufferers/other serious conditions? Members to declare such health conditions when they join and should keep RLs informed (points 10 & 11) | Club Secretary/Head Run Leader | | Ongoing |
| Run Leaders to risk assess and add notes/route to Spond prior to run (point 2) | Run Leaders | | Ongoing |
| RLs to share suitable/safe routes/locations | Run Leaders | | Ongoing |
| Brief participants before runs/check for injuries (points 2 & 3) | Run Leaders | | Ongoing |
| Dynamic warm up / cool down stretches (point 1) | Run Leaders | | Ongoing |
| RL first aid training/refresher courses (points 1, 10 & 11) | Club Chair/Run Leaders | High | Ongoing |
| More run leaders/experienced members to assist (point 3) | Head Run Leader | Medium | |
| Repeat sessions to allow members to track progress (point 3) | Run Leaders | Low | |
| LSRs / JRS tech / C25K / 5k-10k / beginners / 7th group Thursdays? (point 3) | Head Run Leader (RLs) | Low | |

| Assessor Name | Date of Assessment | Method of Consultation | Reason for Assessment | Approved by |
|---|---|---|---|---|
| **Kevin York** | **September 2018** | **Displayed for consultation** | **Initial assessment** | **KY** |
| **Kevin York** | **July 2020** | **Displayed for consultation** | **Covid 19 update** | **KY** |
| **Vicky Stevenson** | **Jun-Oct 2022** | **Displayed for consultation** | **Update due & expansion of club** | **VS** |
| **Andy Found** | **August 2026** | **Displayed for consultation** | **Reflect Rule Changes** | **AF** |