



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 sessions over various distances, catering for different abilities, with group sizes of no more than **12 athletes to one run leader**. The risk assessment has been carried out following guidance from UK Athletics. The five steps to risk assessment have been followed.

THURSDAY CLUB NIGHT		Ashford Railway Club	Venue Contact Name & Contact Details:	Tel: 01233 620962 Email: info@ashfordrailwayclub.co.uk 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 – 12, RLs to manage group no. & advised to seek assistance if more than 12	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:		Vicky Stevenson	FA kit ktocked and maintained:	Yes (expiry dates at least May 2024), 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 Plot A Route; 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: Group 1 = 9mm or less run for approx 1 hour Group 2 = 9:30 – 10mm run for approx 1 hour Group 3 = 10mm – 10:30mm run for approx 1 hour Group 4 = 10:30 – 11mm run for approx 1 hour Group 5 = 11mm+ run for approx 1 hour Group 6 (from 17/3/22) = returners / beginners / jeffing, approx. 45 mins G1-5 differ the last Thursday of the month in summer months to accommodate offering shorter and longer runs. 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?
<i>List considerations here</i>	<i>List groups of people at risk from hazards identified</i>	<i>List existing controls here or note where information can be found</i>	<i>High Medium Low</i>	<i>List the risks which are not adequately controlled, and the actions proposed where it is reasonably practicable to do more</i>
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. Cool down stretches are performed at end of sessions to reduce injury risk. 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. All RLs carry first aid kit (ensure replenished as and when), use PPE (if required). 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. RL to cancel/abandon session, if necessary RLs to report accidents/incidents/near misses to Club Chair chair@ashfordstriders.uk. If affected member consents, complete online UKA form https://www.mysporthost.com/HealthAndSafety/ <i>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</i>	High	All Run Leaders to have basic first aid knowledge, first aid courses and refresher courses are undertaken at least every 3 years. 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. All RLs, considering team has grown/changed quite a bit, to ensure aware of procedure for reporting accidents/incidents/near misses. RLs to check expiry dates within items in first aid kit and replenish as/when necessary. <i>List of accessible defibrillators (but confirm with 999 if need arises):</i> - Rift Group, 200 Eureka Park TN25 4AZ (available until 20:30) - Premier Foods, Kennington Rd TN24 0LU (24/7) - SBE (UK) Ltd, Unit A2 Beaver Business Park TN23 7SH (security reception, available until 21:30) - Singleton Village Hall TN23 5LB (available 24/7) - 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. RLs inform each other of any unexpected hazards they may become aware, i.e. ad-hoc road works, road and footpath closures, flooding, etc RLs remind members they must wear lights/hi-viz when running in winter months. Trail shoes advised for trail runs. Participants forewarned of route obstacles. Road safety rules are adhered to. 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. 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. RL check for existing injuries at start of session and ensure member ok to run/has contingency plan, if need be. 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. Continue to offer varied tech sessions to cater for all abilities and encourage members to participate in tech sessions. Introduced additional sessions July 2022 Monday/Tuesday to offer more variety.	Low	Repeat specific sessions to enable members of all abilities to see progression. Possibly offer 2 LSRs weekend/a different weekday to cater for different abilities. Possibly restart JRS tech sessions Possibly offer another C25K Possibly offer once a month trial session for complete beginners Introduce 7 th group between G1 & G2?

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		No. of groups on a Thursday has increased from 3 to 6 in recent months 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. 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. Weather reports to be checked leading up to and on the day. RLs remind members on Spond event to wear lights/hi-viz, dress appropriately, etc. During run - carefully monitor participants for difficulties. Cancellation to be considered if ice, snow or lightning 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. RLs advise members on Spond event to hydrate well throughout the day, dress appropriately and wear sunscreen during peak summertime, if necessary. Routes selected that have good visibility wherever possible, i.e. not being able to see car headlights on country roads during lighter evenings. Ensure all runners are dressed appropriately and encourage to carry water. During run - 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 conditions too hazardous/deteriorate.
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. 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 & Members of Public	All traffic, including other members of the public, runners, cyclists,	Due to the diversity of the routes, Run Leaders will assess as they progress through the session. 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	Low	Cancel/abandon session if conditions too hazardous/deteriorate.

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		one front of group, one at rear and both to monitor Health & Safety. Bone conductor headphones only to be worn for safety of the member and group. Local knowledge is helpful, listen to people who may be well informed. Avoid areas known to be unsuitable. 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. Follow the Countryside Code when on farmland. 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. Carefully monitor participant(s) for difficulties. 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. https://www.redcross.org.uk/first-aid/learn-first-aid/seizures https://www.redcross.org.uk/first-aid/learn-first-aid/asthma-attack
11. Other medical conditions	Group Run leader & Participant	Ensure all relevant participants make themselves known and carry any necessary medication. Carefully monitor participant for difficulties.	Low	All Run Leaders to have basic first aid knowledge/attend first aid courses as mentioned in point 1.

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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 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		Jun 2022
Locations of defibrillators (point 1)	Head Run Leader		Jun 2022
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 / 7 th 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