

<b>Name of event</b>	Croft Club Handicap Summer series			<b>Date of risk assessment</b>	March 14 2024	
<b>Date of event</b>				<b>Assessors name</b>	Tori Dickinson	
<b>Location of event</b>	Bircher Common			<b>Date of review</b>	Prior to first race 2025	
<b>Host</b>	Croft Ambrey Running Club			<b>Reviewed by</b>		
Type of activity: Handicap race series (internal club event)						
<b>The Hazard</b>	<b>Location of Hazard</b>	<b>Who is at risk</b>	<b>What are you already doing</b>	<b>Risk rating</b>	<b>What else can you do to control the risk</b>	<b>Action by whom</b>
Location	Meeting place - access, sufficient parking	Anyone attending	Parking location is familiar to club members. There is ample parking at Croft Castle. Timing of event posted on FB with reminder to use 'exit' gate to enter castle grounds. Remind people that they need to allow time to run across from Croft Castle to Bircher Common.	TRIVIAL	Ensure new club members are aware of location and access arrangements.	Committee
Weather elements	The course	Runners, spectators and marshals	Event is open to the weather elements so if there are weather warnings issued (e.g. storms, heatwave) committee members will consult each other by FB messenger in the week/days leading up to the event on the need to postpone.	MODERATE	Even if conditions are not severe enough to postpone, remind everyone of the need to dress appropriately and bring water etc.	Committee
Collisions	On the route/start finish area	Runners/ marshalls spectators/ members of the public. Finish line officials	Via club facebook page on publication of start times, runners to be reminded of taking care and they are running on public land where members of the public may be walking, there may be dogs on leads and sheep grazing. Listening to music is not permitted.	ACCEPTABLE		

Getting lost	Going off the course	Runners	All new runners are given a briefing on the route from Croft Castle to Bircher Common and the handicap route the first time they run it. The course will be marked with small flags and a marshall at key junctions.	ACCEPTABLE	Encourage people to run from parking to/from race start in groups.	
Change of plans	During the event	Anyone attending	All runners and volunteers are reminded that if for any reason the race is abandoned once it has started they should make their way back to the start/finish area.	ACCEPTABLE		
Risk of minor medical (slips, trips, falls)	On the course	Runners and anyone attending	All runners and volunteers are reminded that they are running/walking on uneven ground.	ACCEPTABLE	A first aid kit will be kept at the start/finish area. Runners are asked if they abandon the race they should tell someone and make their way back to the start/finish area.	
Risk of medical emergency	On the course	Runners and anyone attending	A nominated volunteer at the Start/finish line has a mobile phone immediately available and is aware if there is sufficient network coverage. <b>Marshalls know this contact number.</b>  If 999 assistance is required the following details must be given to the emergency services:  vehicle access point is: <b>Bircher Common, Herefordshire</b> . Nearest postcode <b>HR6 0BU</b> .  <b>Ambulance should be directed to Access off B4362 - turning opposite green lane to Yarpole.</b>	ACCEPTABLE	<b>Committee members and members who are first aid trained should be encouraged to run with a mobile phone and know the number of the nominated contact at the start/finish area.</b>  <b>All runners are encouraged to stop and help anyone in distress.</b>	

			<p><b>Nearest defibrillator located at Yarpole Village hall.</b></p> <p>In case of collapse – a nominated volunteer should before the start of the event identify the person with the car parked nearest and with a phone – dispatch them to bring a defibrillator.</p> <p>If needed the What3Words for the start/finish area is:</p> <p>party.diver.fizzle</p>					
<b>Additional information</b>	All marshalls wear high viz vests.							
<b>Other risks you may consider</b>	Safeguarding e.g. if there are unaccompanied juniors; Animals e.g. dogs joining event or route go across land currently grazed; Unsuitable route; Known pre-existing medical conditions							
<b>Notes on risk level methodology</b>	Likelihood is the likelihood of the hazard occurring; Severity is the impact of the hazard e.g. what injuries could it cause; Exposure is how frequently the hazard could impact the event. First consider the likelihood of an event happening as Seldom, Occasionally or Frequently. Then the severity or seriousness if it did happen e.g Slight,Medium or Major. Then look at the table below and see where the two assessments meet for the combined risk assessment. The table on the right then shows the action to be applied. For example if Occasionally someone has a Slight injury the risk assessment is Acceptable.							
			<b>Severity</b>				<b>Risk Level</b>	<b>Action and timescale</b>
			<b>Slight L</b>	<b>Medium M</b>	<b>Major H</b>		Trivial	No action is required to deal with trivial risks, and no documentary records need be kept (insignificant risk).
	<b>Likelihood</b>	<b>Seldom L</b>	L	L	M		Acceptable	No further preventative action is necessary, but consideration should be given to cost-effective improvements. Monitoring is required to ensure,

							so far as reasonably practicable, that the controls are maintained.
		<b>Occasionally M</b>	<b>L</b>	<b>M</b>	<b>H</b>	<b>Moderate</b>	Efforts should be made to reduce the risk, but the costs of prevention should be carefully considered. Risk reduction measures should normally be implemented as soon as is practicable.
		<b>Frequently H</b>	<b>M</b>	<b>H</b>	<b>H</b>	<b>Substantial</b>	Activity should not be started until the risk has been reduced. Significant resources may have to be allocated to reduce the risk. Where the risk involves work in progress, the problem should be remedied as quickly as possible.
						<b>High</b>	Activity should not be started or continued until the risk level has been reduced. While the control measures should be cost-effective, the legal duty to reduce the risk so far as reasonably practicable is absolute.

**Checklist for risk assessment (for example things that may need to be addressed in pre-event briefing )**

<input type="checkbox"/>	A copy of this risk assessment is at the start/finish area
<input type="checkbox"/>	First aid kit at start/finish area
<input type="checkbox"/>	Nominated person at start/finish area to coordinate any emergency situations - they should have mobile phone
<input type="checkbox"/>	All marshalls and committee members carrying phones should know who this nominated person is and have their mobile phone number
<input type="checkbox"/>	Pre event briefing to remind anyone attending: Ask if unsure of route to/from parking and the course Remind runners to allow time to come across from car park to start/finish area Remind runners to bring to start/finish area any water (if hot) or clothing to put on after race Remind runners that they are on public land so to be aware of members of the public and any errant sheep! Remind everyone that any last minute changes will be posted on Facebook Ask runners that if they abandon the race to tell someone (probably a passing runner) and make their way back to the start.

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