



Risk Assessment 5K Time Trial

Scope of assessment

This assessment covers all activities related to the organisation and staging of the monthly 5K Time Trial.

Background

The events will be organised by Haverhill Running Club, and will take place on the last Thursday of every month at 7pm. The course is an out and back route along the railway walk in Haverhill, starting and finishing on the plaza in front of Haverhill Leisure Centre. The course is essentially traffic free, being made up of pavements and footpaths.

Medical emergency planning

- The nearest Hospitals are Addenbrooke's in Cambridge and the West Suffolk Hospital in Bury St Edmunds. Both can be reached within from the venue within 30 minutes.
- First aid cover will be provided by club members with first aid qualifications.
- The club will provide a first aid kit for use at the events.
- A defibrillator is available at Haverhill Leisure Centre.
- Marshals will be the first point of contact in the event of an incident occurring, and this will be highlighted during the pre-event briefing.
- All marshals will carry their own mobile phones and will be provided with the race directors contact number.
- Marshals will be instructed to call 999 immediately if the situation is particularly severe, followed by the race director.
- All incidents requiring first aid treatment need to be reported post race. Please record details of all incidents as soon as possible after they happen.

General precautions

- Exposure to road traffic has been minimised by careful course selection. The whole of the route is within an urban area with a 30mph speed limit and does not require the participants to run on the highway.
- The course must be inspected by the race director prior to each event. Trip hazards (e.g fallen branches) will be removed from the course, but those which cannot be removed will be marked with red/white hazard tape to make them more visible to runners.
- If ice is present on the course, to the degree that runners would be likely to slip over, the event may have to be abandoned.
- The runners will be briefed on the course and its hazards prior to the start.
- All marshals must be over 16 years of age.
- A member of Haverhill Running Club will be designated as the 'Last Runner' for each event, and will wear a hi-visibility vest to indicating their role. They will run with the last runner for the duration of the event.
- Marshals will not stand down from their position until the last runner has passed by them.
- All runners must wear a hi-visibility vest if the time trial is being run after dark.
- Runners must be fit and well enough to take part.
- Children under 13yrs old must be accompanied by a parent or guardian throughout the run.

Course specific hazards and control measures

Location description	Hazard	Risk	Control measures	Risk Level*
Entrance to Meadow car park	Vehicles turning entering and leaving car park.	Collision with cars resulting in serious injury or death.	<ul style="list-style-type: none"> CAUTION RUNNER signs to be placed on both sides of the road approximately 50m prior to the car park entrance in either direction. Marshal will be positioned at the car park entrance. Marshal must wear a hi-visibility vest. 	Low 1x5=5
Entrance to cricket club	Vehicles turning entering and leaving car park.	Collision with cars resulting in serious injury or death.	<ul style="list-style-type: none"> Marshal will be positioned at the car park entrance. Marshal must wear a hi-visibility vest. 	Low 1x5=5
Finish	Runner fatigue	Collapse, exhaustion, dehydration	<ul style="list-style-type: none"> First aider to be present at finish Runners will be reminded to bring a drink for when they finish. 	Low 2x3=6

***Assessment Matrix**

Likelihood (Probability)	Consequences (Impact)
5. Almost Certain	5. Fatality
4. Probable	4. Major Injury, resulting in disability
3. Possible	3. Injury Requires, Doctor's or Hospital attendance
2. Possible (under unfortunate circumstances)	2. Minor Injury, 1st Aid required
1. Rare	1. Minor Injury, 1st Aid not required


5 x 5 Risk Matrix

LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	CONSEQUENCES					

Risk Rating
High
Medium
Low

Risk Rating is calculated by multiplying the likelihood against the consequences, e.g. taking a likelihood of 4, which is classified as Probable, and multiplying this against a consequence

Source: <http://www.onsafelines.com/risk-assessment-matrix-5x5.html#.VPCsBWlybIU>

Assessor: Mark Novels	 Signature:
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