


RISK ASSESSMENT CYCLE GROUP LEADER and RIDE LEADERS CHECK LIST	Preston and District 
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U3A Name	
Interest Group	
Date	Route Name
Distance	Terrain Type

Before the Ride		Yes (✓)
1	Provision of information to prospective riders: a) Location b) Distance c) Timing d) Linear / Circular Route e) Terrain f) Climbs involved g) Level of fitness required h) Identification of any 'break off' points (e.g. if members feel unable to continue) i) Appropriate footwear & clothing j) Toilet / refreshment facilities on route k) What to bring – food / drink / compass / map / mobile phone l) Meeting point m) Car parking facilities n) Need of riders to bring emergency telephone numbers for next of kin and relevant medical details	

On the day before ride starts		Yes (✓)
1	Check first aid kit & emergency blanket. Identify any first aiders.	
2	Briefing before starting out: a. Route b. Duration c. Terrain d. Known Hazards e. Emergency Arrangements – illness, exhaustion, accident, weather problems, terrain problems, lost contact with group f. Be prepared to advise inadequately equipped riders not to go but they must make the final decision	
3	Appoint a backmarker	

Ride Leader Risk Assessment Checklist

During the ride		Yes (✓)
1	Stay at the front but make sure you can always see the backmarker	
2	Set an appropriate pace for the level of the ride	
3	Check the route frequently	
4	Periodically count the number in the group	
5	Other(specify)	

Exceptional Circumstances

There may be reasons why additional conditions may have to be taken into consideration when completing this risk assessment.

When completing a risk assessment in exceptional circumstances you need to consider how this will impact on the activity, what additional measures or changes you will need to make for each identified hazard in order to reduce risks involved in running the activity. These changes will need to be incorporated into the assessment of how hazards can be reduced or avoided to respond appropriately to the exceptional circumstances you are facing.

Notes for exceptional circumstances:

Signed by Ride Leader

Dated