Adanac CYC
Bike Riding – Risk Management Plan

School:	**Year Level:**
Supervising teachers / staff:	**Dates:**
Program / Excursion:	**Location:**

For an explanation of risk management terminology and to ensure you understand how the rating / grading system is determined please ensure you have read the **CYC Activity Risk Profile** document.

The Bike Riding Risk Management Plan contains the specific risks, control measures and gradings for this activity, as well as the gradings of all general risks relevant for all CYC activities. Please refer to the **General Activity Hazards – Risk Management Plan** for a list of general risks and control measures relevant for all CYC activities.

Risk Description	Existing Control Measures	Risk Rating		
		Consequence	Likelihood	Control Effectiveness
Slip – Trip – Fall 1. Fall from bike whilst practicing	• Questions are asked with regard to individuals riding ability and experience • Participant ability is assessed in a controlled environment before commencing the ride • Adequate training prior to ride • Non-riders are not to participate in the bike ride but are to join an alternative activity group • Only those participants who can demonstrate competent riding skills during practice will be allowed to take part in the bike ride • Helmet must be fitted correctly and worn at all times	Minor	Possible	Satisfactory
2. Fall from bike whilst on bike ride	• Participants are asked to ride sensibly at all times • Helmet fitted correctly and worn at all times • Speed of group is controlled by the instructor, it should be appropriate to the group ability • Ground conditions and terrain hazards are continually assessed by the instructor	Moderate	Possible	Satisfactory
Striking 1. Collision between riders	• Participants are instructed to maintain adequate stopping distance from the rider in front • Participants are asked to ride sensibly at all times	Moderate	Unlikely	Satisfactory
2. Students being hit be other road users	• Route is planned to reduce the use on public roads • All road rules are followed when on roads • When riding off-site on public roads students must stay single file and to the left. • Participants are told to dismount before crossing roads • High visibility vests must be worn.	Catastrophic	Rare	Satisfactory
Equipment Failure	• Bikes are regularly serviced by trained Adanac staff • Faulty bikes are clearly labelled and removed from service • Bikes requiring extensive / difficult repairs are taken to a bike shop • Participants are briefed on the correct use of gears and brakes • Participants are asked to ride sensibly to prevent damage to bikes	Moderate	Unlikely	Satisfactory
Environmental Hazards 1. Natural features such as; Rocks, dead branches, vegetation, etc.	• The leader rides at the front of the group and notifies group members of any approaching hazards • Participants are asked to ride sensibly to avoid damage to themselves, the bikes or the environment	Moderate	Unlikely	Satisfactory

2. Ground terrain such as; going off track into banks, creek/river beds	• Bike track isn't within 5 meters of a river or creek bed • Bike track is clearly defined with edges cut in at dangerous corners to prevent overriding them • Ground conditions and terrain hazards are continually assessed by the instructor • Participants are asked to ride sensibly at all times to avoid damage to themselves, the bikes or the environment • The leader rides at the front of the group and notifies group members of any approaching hazards	Major	Rare	Satisfactory
Environmental Exposure Sun & heat causing dehydration	• Water bottle holders are provided on all bikes • Water bottles should be filled before departure and en-route (if applicable)	Minor	Unlikely	Satisfactory

Risk Rating – Bike Riding

All identified risks are recorded in the Risk Matrix according to the Likelihood and Consequence ratings. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk associated to determine if further treatment is required.

X		Likelihood				
		Almost Certain	**Likely**	**Possible**	**Unlikely**	**Rare**
Consequence	**Catastrophic**	**80**	**64**	**48**	**32**	**16** • **Striking 2** • Environmental Exposure 4 • Environmental Hazard 3
	Major	**40**	**32**	**24**	**16** • Environmental Hazard 1 • Inappropriate use after hours • People – Instructor 1 & 2 • People – Group Leader 2	**8** • **Environmental Hazard 2**
	Moderate	**20**	**16**	**12** • **Slip-Trip-Fall 2 (Bikes)** • People – participant behaviour	**8** • **Striking 1** • **Environmental Hazard 1** • Environmental Exposure 2	**4** • Environmental Exposure 3
	Minor	**10**	**8**	**6** • **Slip-Trip-Fall 1 (Bikes)** • Slip-Trip-Fall • Environmental Exposure 1 • Environmental Hazard 2 • People – participant ability	**4** • **Environmental Exposure** • **Equipment Failure** • Entanglement • Cutting / Scratching • Striking • People – Group Leader 1	**2**
	Insignificant	**5**	**4**	**3**	**2**	**1**

NB: All risks in **bold** are Bike Riding specific risks. All other risks are from the General Activity Hazards RMP and are therefore relevant for all activities.

For grading risks, scores obtained from the risk matrix are assigned grades as follows;

HIGH **20 – 80**	**MEDIUM** **10 – 16**	**LOW** **1 – 8**
Unacceptable risk which requires immediate action to reduce or remove the hazard. Senior management **must** be notified. Item should be **TAKEN OFF LINE** until risk reduced.	Conditionally acceptable, requires short term controls and continuous monitoring.	Acceptable risk, however monitoring required ensuring risk does not escalate. Review in 12 months or if situation changes.

RMP REVIEWED BY: A Paterson **DATE: 16 / 09 / 2016** **NEXT REVIEW DUE: September 2017**