

Risk Assessment: Felixstowe Road Runners – Club Sessions

Date:	Assessed by:	Location :	Review :
08 Jan 2024	Ian Duggan – Head Coach	Felixstowe	Jan 2025

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Exertion	<ul style="list-style-type: none"> Runners Minor Injury, sprain or strain from the action of running Major injury / event 	<ul style="list-style-type: none"> Runners advised not to attend sessions if they are not fit to do so All sessions will begin with a warm up Runners advised to self-monitor their pace / effort accordingly Coach / Run Leader will carry a mobile phone & first aid kit including list of automated defibrillator locations around Felixstowe 	L	<ul style="list-style-type: none"> 	L	N/A	N/A	Yes
Terrain / Road Surface	<ul style="list-style-type: none"> Runners, Coaches, Run Leaders Slips, trips, falls. 	<ul style="list-style-type: none"> Coach or Run Leader will choose & plan a suitable, route /area for the club session Coach or Run Leader will check the route / area prior to the session for any potential hazards and advise runners 	L	<ul style="list-style-type: none"> 	L	N/A	N/A	Yes

		<p>prior to the session</p> <ul style="list-style-type: none"> • Runners advised to wear adequate footwear 						
<p>Weather:</p> <ul style="list-style-type: none"> • Temperature • Snow/Ice • Lightning • Fog • High winds 	<ul style="list-style-type: none"> • Runners, Coaches, Run Leaders • Overheating /dehydration • Cold/ Hypothermia • Slips, trips, falls due to snow/ice or poor visibility • Burns - Lightning strike • Falling objects e.g. trees, masonry etc. 	<ul style="list-style-type: none"> • Runners advised prior to session to dress accordingly for conditions • Runners advised to bring water in hot conditions • Coach /Run Leader to assess conditions prior to & during each session and is authorised to cancel or end the session at any point should they feel conditions may be dangerous. 	L	•	L	N/A	N/A	Yes
Darkness	<ul style="list-style-type: none"> • Runners, Coaches, Run Leaders • Slips, trips, falls due to poor light • Collisions with vehicles on roads due to poor light or visibility 	<ul style="list-style-type: none"> • Coach or Run Leader will choose a route / area with street lighting and advise runners to run with caution prior to the session • In Autumn/Winter months Hi-visibility tops are compulsory for runners participating in club sessions 	L	•	L	N/A	N/A	Yes
Numbers attending the Session	<ul style="list-style-type: none"> • Runners, Coaches, Run Leaders • Collision with other runners, 	<ul style="list-style-type: none"> • Coach or Run Leader will choose a route / area with adequate space • Coach or Run Leader will give clear instructions on the content, timing and directions 	L	•	L	N/A	N/A	Yes

	<p>general public, street furniture</p>	<p>for the session</p> <ul style="list-style-type: none"> • Coach or Run Leader will split runners into smaller groups to avoid large numbers doing the same task in a small area • Runners requested to ensure they follow instructions and are aware of space, other runners and general public where appropriate 						
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Standard Operation Procedures for Coaches / Run Leaders:

- Choose appropriate route, venue, area for the planned session
- Carry out a check prior to the session for awareness of any unexpected hazards/issues
- Check your assistant is present and advise them of the session content & location
- Collect first aid kit prior to session and carry it during the session (contains list of automated defibrillator locations in Felixstowe)
- Carry a mobile phone in case of an incident/ accident
- Give clear instructions to runners and check for understanding
- Advise runners of any potential hazards – e.g. terrain, darkness
- Request a volunteer tail runner prior to leaving Brackenbury Centre and on return
- Split group into smaller numbers as appropriate to avoid large numbers running en-masse
- All session plan activities should be based on a set time rather than distance or number of repetitions e.g. x activity for 15/20 minutes – quicker runners will do more distance in the time allocated, but everyone does the same activity
- The Coach/Run Leader has authorisation to cancel or stop a session at any time if you feel conditions are unsafe e.g. snow/ice, lightning, high winds