

## Sheffield RC Interval Session Risk Assessment

Venue:		English Institute for Sport (EIS)	Venue Contact Name & Contact Details:	EIS Reception 0114 223 5600
Address		Coleridge Road Sheffield S9 5DA		
Group:		Sheffield RC	Location of first-aider:	EIS or suitably trained RL
Date:		From September 2022	Location of Defibrillator	EIS Reception
Time:		6.00pm Tuesdays and Thursdays	Location of telephone:	Run Leader to carry mobile
Participants:	Number:	(12) each session per RL (based on England Athletics guidance and/or any extant Government Advice in relation to Covid)	Location of toilets:	EIS
	Age:	Adults Over 16	Location of changing rooms:	EIS
	Ability:	Mixed ability	Location of first-aid kit:	EIS
Coach name:		Identified trained Run Leader (RL) or Coach	Additional notes:	The sessions are voluntary and organised through social media and/or the Run Together App.
Name of person conducting risk assessment:			Signed:	Date:
Rob Pearson (SRC Coaching Secretary)			R E Pearson	September 2022

## Risk Assessment Form

<b>Location &amp; Description of Hazard:</b>	<b>People at Risk:</b>	<b>Level of Risk (High/Medium/Low):</b>	<b>Advice Required: (from whom)</b>	<b>Action(s) to Mitigate/ Remove Risk:</b>	<b>Person responsible for resolution:</b>	<b>Residual Risk: After resolution</b>	<b>Dates Reviewed</b>
Ensuring the coaching is safe and appropriate	<ul style="list-style-type: none"> <li>• Runners</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• Sessions to be planned by RL.</li> <li>• Sessions to include safe activities including warm-up and warm-down as appropriate. RL to take a view about differing levels of ability in any group, and plan or amend the session accordingly.</li> <li>• RL to have an up-to-date EA Coach Licence and DBS check with certificates to be held by the Club or group sessions overseen by a qualified RL.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
Medical Conditions and Injuries	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• Advise runners to let RL know if they suffer from medical conditions, and runners to carry their own medication if appropriate.</li> <li>• The decision whether to run or not is left to the discretion of the individual, but they must accept that they run at their own risk.</li> <li>• Runners to listen to their bodies and be aware that they can take 'time-outs' whenever necessary, and not to exceed their ability (that day).</li> <li>• Sessions are typically in public areas with proximity to public roads should access by</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022

Location & Description of Hazard:	People at Risk:	Level of Risk (High/Medium/Low):	Advice Required: (from whom)	Action(s) to Mitigate/ Remove Risk:	Person responsible for resolution:	Residual Risk: After resolution	Dates Reviewed
				<p>emergency vehicles be required.</p> <ul style="list-style-type: none"> <li>• RL to have a mobile phone for emergencies with Dave Oldfield's number saved for emergencies, together with the numbers of the Club Welfare Officers.</li> <li>• In the case of an emergency while running with a group, RL to state clear location or use What Three Words to summon support.</li> <li>• Club to hold phone numbers of participants should a member of a runner's family need to be contacted in an emergency.</li> </ul>			
Covid 19 and variants	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> <li>• Public in vicinity</li> </ul>	Likelihood: Medium Impact: High	Government /NHS website England Athletics	<ul style="list-style-type: none"> <li>• Runners to not to attend if they have symptoms set out in NHS guidance, or are in a bubble or have been in contact with someone else having symptoms and/or is awaiting test results.</li> <li>• Same applies to RLs.</li> </ul>	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Low Impact: Medium	Sept 2022
Car Park and Access to the Venue:	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Low Impact: Low	No	<ul style="list-style-type: none"> <li>• Runners to arrange their own means of transport and arrival at event. Car parking provided for at EIS.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
Monitoring attendance and start of the session.	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Medium Impact: Low	No	<ul style="list-style-type: none"> <li>• Event is advertised through social media or Run Together with RL to monitor attendance, and ensure no more than (12) per RL (based on England Athletics advice).</li> <li>• RL to ensure ratios are adhered to.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> </ul>	Likelihood: Low Impact: Low	Sept 2022

<p>Inappropriate clothing/footwear and waterproof clothing</p>	<ul style="list-style-type: none"> <li>• Runners</li> </ul>	<p>Likelihood: Medium Impact: High</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• Runners must bring appropriate footwear and wear appropriate clothing for the advertised venue; either on grass, off-road, roads or surrounding footpaths.</li> <li>• RL to take a view on any runner with totally inappropriate clothing or footwear, and exclude runner from that session, if necessary, with advice as to what would be expected the following time.</li> </ul>	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	<p>Likelihood: Low Impact: Low</p>	<p>Sept 2022</p>
<p>Hot Weather, Dehydration and Overheating</p>	<ul style="list-style-type: none"> <li>• Runners</li> </ul>	<p>Likelihood: Low Impact: High</p>	<p>No</p>	<ul style="list-style-type: none"> <li>• RL to advise as necessary, and runners to ensure they have drinks, particularly on longer runs, and wear hats/caps and advised to sun block.</li> <li>• Appropriate session planning to allow for regular breaks and rest in a sheltered area.</li> <li>• Avoid running at midday, with runs early morning or evening.</li> <li>• If conditions are extreme, run to be postponed or cancelled at discretion of leader/coaches in liaison with Club Welfare Officer.</li> </ul>	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL to outline expectations on social media</li> </ul>	<p>Likelihood: Low Impact: Low</p>	<p>Sept 2022</p>

Cold and Wet Weather	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• If the weather forecast or conditions are severe, RL will choose whether to change the location or cancel their session. This will be communicated via social media.</li> <li>• Members encouraged to warm up thoroughly in cold weather, and wear clothing appropriate to the conditions. Care should be taken to avoid patches of ice.</li> <li>• If the weather changes during a session, participants will be advised to exercise in accordance to the prevailing conditions, and take shelter as appropriate, or RL to abandon session.</li> <li>• If conditions are extreme, run to be postponed or cancelled at discretion of leader/coaches in liaison with Club Welfare Officer.</li> </ul>	• RL	Likelihood: Low Impact: Low	Sept 2022
Other Activity Groups	<ul style="list-style-type: none"> <li>• Runners</li> <li>• Coach or RL</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• RL and runners to be aware of other users of the area.</li> <li>• RL to liaise where needed with other group organisers, and amend sessions as needed to ensure co-operation in use of space.</li> </ul>	<ul style="list-style-type: none"> <li>• Runners</li> <li>• Coach or RL</li> </ul>	Likelihood: Low Impact: Low	Sept 2022

Members of the Public, Pet Walkers and Loose Animals	<ul style="list-style-type: none"> <li>• Runners</li> <li>• Public</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• RL to be aware of other users of the roads and public spaces, and advise the group accordingly, or amend session.</li> <li>• RL to observe animals, whether on a lead or free in fields or the countryside, and look for potential aggressive behaviour, with possible alternative route considered. Group to slow to a walk, if necessary, and seek assistance from animal owners if appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
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Running on Roads and Public Footpaths, Traffic and other Obstacles	<ul style="list-style-type: none"> <li>• Runner</li> <li>• RL</li> <li>• Public</li> </ul>	Likelihood: Medium Impact: Medium	No	<ul style="list-style-type: none"> <li>• RLs to remind runners to wear appropriate footwear</li> <li>• Where possible runners to be encouraged to wear reflective or highly visible clothing.</li> <li>• Runs to stay on pavement as far as possible. If forced to run in the road, stay to the right (facing traffic).</li> <li>• When crossing roads, group to use pedestrian crossings if possible. All to check for traffic in the area, and RL to shout warning to the group if traffic approaches unexpectedly.</li> <li>• RLs, as far as reasonably possible, to select routes which are free from potholes and loose ground.</li> <li>• Runners to take care when changing levels e.g., descending from curbs. RL to shout warning if surface</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
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				<p>unexpectedly becomes uneven.</p> <ul style="list-style-type: none"> <li>• Group to walk if conditions are particularly difficult.</li> <li>• RLs to advise, where possible, following group of any unexpected hazards e.g., roadworks, cyclists, bollards, street furniture, broken slabs, wheelchairs, overhanging foliage, dog mess, road signs.</li> </ul>			
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Off- Road Running	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RLs</li> </ul>	<p>Likelihood: Medium Impact: Medium</p>	No	<ul style="list-style-type: none"> <li>• Remind runners to wear appropriate footwear.</li> <li>• RL to, where appropriate, plan based on well-known routes and public footpaths. Runners at front of group to warn following runners of very rutted, uneven ground or impassable areas, by shouting and taking an alternative route as necessary.</li> <li>• Care to be taken when climbing stiles, particularly in wet weather. Badly maintained or broken stiles to be avoided if possible or crossed with care.</li> <li>• RLs to remind runners to run carefully and responsibly keeping a sensible distance between themselves and the runner ahead of them. Walk if conditions are particularly difficult and give runners the choice to opt out.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	<p>Likelihood: Low Impact: Low</p>	Sept 2022
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Running in the dark	<ul style="list-style-type: none"> <li>• Runners</li> <li>• RL</li> </ul>	Likelihood: Low Impact: Medium	No	<ul style="list-style-type: none"> <li>• Runners to be encouraged to wear light or reflective clothing (Reflective Bibs can be purchased from the Club).</li> <li>• Wherever possible stay on roads with street lighting.</li> <li>• Off road runs not to be undertaken in the dark.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
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Losing a Runner or a Runner getting lost	<ul style="list-style-type: none"> <li>• Runners</li> </ul>	Likelihood: Low Impact: High	No	<ul style="list-style-type: none"> <li>• RL to be familiar with area and have run route at least once before.</li> <li>• RLs to remind runners to select a group consistent with their ability. Approximate pace of group to be made clear by RL before setting off and route to be explained to runners.</li> <li>• Running groups to stick together. RL to encourage re-assembly of group as needed where front runners run back to collect back markers.</li> <li>• RL to contact Club emergency number if concerned about the well-being of a missing runner from the group.</li> </ul>	<ul style="list-style-type: none"> <li>• RL</li> <li>• Runners</li> </ul>	Likelihood: Low Impact: Low	Sept 2022
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