

Risk Assessment – Sikh Help Line 50 Mile Bike ride during Coronavirus Pandemic

Assessment conducted by: SHL Management team	Job title: Ride Marshal and Volunteers	Covered by this assessment: Riders, Marshals, Volunteers, Staff
Date of assessment: 13/9/2020 Updated - 20/9/2020	Review interval: Per Bike Ride Event	Date of next review: 30/09/2020
Related documents that must be read in line with this risk assessment		
<ul style="list-style-type: none"> - Cycling Risk Assessment - Any individual rider risk assessment that is in place 	<ul style="list-style-type: none"> - First aid policy 	
<p><u>Links to Governing bodies or affiliations Guidance</u></p> <p>As new guidance is produced weekly, please refer to www.gov.uk for updates.</p> <ul style="list-style-type: none"> • https://www.cyclinguk.org/insurance/event-organiser • https://www.cyclinguk.org/article/coronavirus-ga-it-safe-cycle • https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework • https://www.cyclinguk.org/news/coronavirus-advice-and-guidance-cycling-uk-member-and-affiliate-groups • https://www.gov.uk/government/collections/local-restrictions-areas-with-an-outbreak-of-coronavirus-covid-19 • https://www.gov.uk/guidance/birmingham-sandwell-and-solihull-local-restrictions • https://www.gov.uk/government/publications/review-of-two-metre-social-distancing-guidance/review-of-two-metre-social-distancing-guidance • https://www.britishcycling.org.uk/about/article/20200512-about-bc-news-British-Cycling-Updated-Coronavirus-Guidance-0 		
<p><u>Governance</u></p> <p>As ever, if riders have questions / queries about governance, they can contact sikhhelp line - info@sikhhelpline.com</p>		

Risk rating		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major Causes major injury, disability or ill-health.	H	H	M
	Severe Causes injury requiring medical treatment.	H	M	L
	Minor Causes injury requiring first aid treatment	M	L	L

Risk/issue	Risk rating prior to action H/M/L	Recommended controls	Controls in place? Yes/No	Recommended further actions to be taken to reduce risks	By whom	Deadline	Risk rating following action H/M/L
1. Identify likely numbers of riders attending and agree required resource and approach in line with Covid-19 guidelines							
Attendance of event and number controls	L	<ul style="list-style-type: none"> Capped rider attendance to ensure full adequate support. Registration page taken down to ensure no additional attendance Support for riders who are not comfortable riding with no assistance and concerned about COVID-19 Marshall assistance provided 	Y				L
Covid-19 Guidance adherence	L	<ul style="list-style-type: none"> Guidelines from governing body will be downloaded and understood by the Sikh Help Line Management Team. This will be validated a few days before the ride to ensure we have the latest guidelines. Charity will brief all guidelines with their impact to all Marshalls and Volunteers. Visual aids will be provided before commencement of the event. Marshalls will become Covid-19 marshals to ensure strict controls of guidelines through the rides. 	Y				L
Group Riding Adherence	L	<ul style="list-style-type: none"> Marshals will ensure guidelines are adhered to with max number of 6 in a group. Marshals will ensure when group riding, the group has kept a distance of at least 1 Metre (One meter plus mitigation) from each bike whilst 	Y				L

		<p>on the ride, within a max number of six, this will be to reduce the impact of droplet transfer by mouth or nose, Also where possible slipstreaming will be not recommended .</p> <ul style="list-style-type: none"> • Group marshal will ensure all riders if overtaking are required to overtake at least one meter away from other riders with a verbal prompt. • All riders will be advised that the gap between every bubble of six should be at least 25 meters 					
2. Plan how social distancing will be adhered to at the start of the event (Registration)							
On site people management	M	<ul style="list-style-type: none"> • SHL and site management have met and reviewed the registration process and plan and will ensure flow of people on site will be with managed in lie with social distancing • Pre agreed staggered start times will be allocated to each individual to reduce congestion on site – Based on car park space it has been calculated that a max of 25 people can be on site at any given time • Volunteers will manage and instruct riders on site and around the building indicating car parking area. • Email comms will be sent to all riders further clarifying these points. 	Y				L
Covid-19 Symptoms checking	H/M	<ul style="list-style-type: none"> • Handwashing supervision is in place across the start point, where it is necessary. • Encourage use of outdoor space, weather dependent • Riders have been provided with instructions not to attend if they have any symptoms in line with Gov advice. • Temp check will be carried out on full team and riders, advice will be not to ride if temperatures are deemed to be higher. • Any individuals showing symptoms upon visual checks will be advised accordingly. 	Y				L
Start line management	H/M	<ul style="list-style-type: none"> • Large gatherings, assemblies or collective worship to be avoided with more than one group. • Individual riders who will ride the event alone with no supervision will be requested to start on their allocation time slot. They are requested not to mix with any groups of six. • Any groups where a member is late will be recommended to wait in their cars and return to site on their next allocated start time. 	Y				L

3. Controls and procedures at the agreed rest locations

<p>First Stop – Lavender Café</p> <p>CV7 7BN</p>	<p>L</p>	<ul style="list-style-type: none"> • A marshal will be managing the first stop to ensure social distancing is being adhered to and will ensure safety of riders. • Re filling of bottles will be self-service by the riders using water bottles which will be used to fill their own bottles. Plastic waste will then be disposed into the bin. • Groups and individuals will be managed on site. • When using the café facilities, social distancing and Covid-19 guidelines will be exercised by the café. • Handwashing will be recommended at this stop and hand sanitiser will be available for use. • Entrance and exit will be managed to management will ensure riders rest and then continue onwards to reduce groups gathering. 	<p>Y</p>	<p>Ask Café for their risk assessment</p>	<p>SHLM</p>	<p>1/10/2020</p>	<p>L</p>
<p>Lunch Stop – Leamington Sikh Temple</p> <p>CV34 6RH</p>	<p>M</p>	<ul style="list-style-type: none"> • Lunch will be provided as a “grab and go” service minimising crowding at collection points. • 0.2 acre car park will be utilised so social distancing is adhered to. • Hand washing facilities will be available both outside and inside the facility • Due to the staggered approach lunch will be served from 11am to 2pm to allow a staggered flow. • Any need to visit inside the place or worship will be supervised and controlled by the Leamington Sikh temple management - at this point their (The Sikh Temple) Covid-19 risk assessment and procedures will come in-force. • The stop will be controlled by volunteers and marshals who would be briefed beforehand on all social distancing and covid-19 guidelines. • The rider bubble will be encouraged to keep the bubble guidelines and not mix with other bubbles. • If a marshal needs to provide assistance to another bubble, he/she is recommended not to spend more than 15 min with that bubble. • Nominated areas will be sign posted to reduce bubble gathering based on attendance during lunch time, this will be managed on an ad-hoc basis. 	<p>Y</p>	<p>Ask Café for their risk assessment</p>	<p>SHLM</p>	<p>1/10/2020</p>	<p>L</p>
<p>Last Stop on ride - Fleur de Lys</p>	<p>H/M</p>	<ul style="list-style-type: none"> • A marshal be managing this stop to ensure social distancing is being adhered to and will ensure safety of riders. • Re filling of bottles will be self service by the riders using water bottles which will be used to fill their own bottles. Plastic waste will then be disposed into the bin. 	<p>Y</p>	<p>Ask Café for their risk assessment</p>	<p>SHLM</p>	<p>1/10/2020</p>	<p>L</p>

B95 5HJ		<ul style="list-style-type: none"> • Groups and individuals will be managed on site. • When using the café facilities, social distancing and Covid-19 guidelines will be exercised by the café. • Handwashing will be recommended at this stop, hand sanitiser will be available for use. • Any need to visit inside the place will be supervised and controlled by Fleur de Lys - at this point their Covid-19 risk assessment and procedures will come in-force. • Entrance and exit will be managed to management will ensure riders rest and then continue onwards to reduce groups gathering. 					
4. Plan how social distancing & adherence to Covid-19 will be adhered to at the finish of the event (End Point)							
Finish line management	L	<ul style="list-style-type: none"> • Due to the staggered start this will eliminate everyone finishing at the same time. • No formal presentation will be in force. • Riders are expected to sign in at the finish to ensure management has signed off everyone. • Finisher medals will be self-served – these are to be collected and rider are expected to make their way home. • Marshal on site to ensure numbers are kept to a minimum and social distance is adhered to. 	Y				L
5. Rider safety							
PPE & Safety	M	<ul style="list-style-type: none"> • To support unexpected stops, each rider will be asked to ensure they have a mask packed with them on the ride. • Hand sanitisers and mobile hand washing will be available on support vehicles. 	Y				L
Covid-19 symptoms whilst on the event	M	<ul style="list-style-type: none"> • In the case of any ride developing covid-19 symptoms, they will be asked to leave the event and their Emergency contact will be notified. • If the rider is part of a bubble of six – each member of the bubble will be notified and part of track and trace. • If the rider is riding solo – The rider must ring the emergency event number to inform them of the symptoms. 	Y				L
Riding etiquette with Social Distancing and	M	<ul style="list-style-type: none"> • Whilst riding in a bubble formation upon approaching a junction, if another / different bubble is waiting it is recommended that the bubble behind waits at least 25m behind the group. 	Y				L

Covid-19 Safety		<ul style="list-style-type: none"> At all times there will be an emphasis to ensure at least a one meter gaps between all riders including marshals 					
	L	<ul style="list-style-type: none"> If two bubbles do meet – it is recommended that they are separated straight away. 	Y				L

Signed:

Date: 26/09/2020



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