

Risk Assessment - EXAMPLE



Assessor: Instructor Name	Assessment date: 01/01/24
Activity assessed: Learn to Ride sessions at Little Riders Primary School	

HAZARD potential for harm	WHO might be harmed	PRECAUTIONS/CONTROLS Already in place to remove hazard, reduce risk level	RISK With controls (1-5)			ADDITIONAL controls needed
			Likelihood	Severity	Risk	
Riders bikes not safe to be used	Riders	<ul style="list-style-type: none"> Parents asked in pre course email to check bikes are safe to be used prior to the course. Include a link to "How to check a bike is safe" YouTube video to help them. Instructor to undertake "M" check on each bike before first session 	4	2	8	
Riders helmet not safe to be worn or poorly fitting	Riders	<ul style="list-style-type: none"> Parents told in pre course email that riders should wear suitable clothing Use template pre course email provided 	3	2	6	
Riders clothing unsuitable/unsafe to be worn during session	Riders	<ul style="list-style-type: none"> Inform parents that sessions will be held outdoors and that riders should be dressed in clothes appropriate for the conditions on the day Instructor to check that all riders are wearing suitable clothing before each session starts. 	4	1	4	
Dangerous weather conditions e.g. strong wind, ice/frost, extreme heat	Riders, Instructor	<ul style="list-style-type: none"> Monitor weather forecast and cancel session if dangerous weather conditions are forecasted for day/time of the session. 	3	2	6	

Activities too hard for ability level of riders	Riders	<ul style="list-style-type: none"> Course/session content to be pre planned, be progressive and suitable for the ability of the riders. 	3	1	6	
Slip, trip hazard e.g. gravel/stones	Riders	<ul style="list-style-type: none"> Activities to be set up in safe location with no slip or trip hazards. Any hazards to be swept away or removed. Any sports/play equipment is to be moved to the side outside of the area of the activities 	3	3	9	
Other children straying into training area and colliding with riders	Riders, other pupils	<ul style="list-style-type: none"> Ensure other staff understand that the training is taking place and where. If the training area is being shared with other users, ensure that the area you are using is clearly marked so other users are aware of boundaries. Outline the boundaries to riders and tell them to stay within them 	2	3	6	
Accessor name: Instructor Name		Signature: <i>Instructor</i>				Date: 01/01/24

The three columns (L,S,R) are for assessing the level or degree of risk. The first (L) is an assessment of the **likelihood** of the hazard taking place, the second (S) for the **severity** of the hazard, both based on the following:

Risk Assessment Matrix

Risk						
Severity	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		Likelihood				

Likelihood		
5	Almost certain	Do not proceed. Consult H&S department
4	Probable	More likely than not to occur
3	Possible	Has the potential to occur
2	Remote	Unlikely to occur
1	Improbable	Occurrence is extremely unlikely

Severity		
5	Multiple fatality	Self explanatory
4	Fatality	Self explanatory
3	Major injury	fracture of bones, dislocation, amputation, occupational diseases (e.g. asthma, dermatitis), loss of sight.
2	Minor injury	
1	Negligible impact	

The third column (R) is for the level of risk which should be determined from inputting the L and S score into the risk matrix above. The aim is to reduce the risk by prevention or control measures so far as is reasonably practicable.

Risk

16-25	Very high (Do not proceed, contact Health and Safety Department)
12-15	High
6-10	Medium
1-5	Low

Explanatory notes

Likelihood	
Almost certain	Do not proceed. Consult Health & Safety lead
Probable	More likely than not to occur
Possible	Has the potential to occur
Remote	Unlikely to occur
Improbable	Occurance is extremely unlikely

Severity	
Multi fatality	Self explanatory
Fatality	Self explanatory
Major injury	Reportable incident under RIDDOR such as fracture of bones, dislocation, amputation, occupational diseases (e.g. asthma, dermatitis), loss of sight
Minor injury	First aid administered. This would include minor cuts, bruising, abrasions and strains or sprains of ligaments, tendons or muscles.
Negligible impact	Self explanatory