



## Risk Assessment: RMPAC club training

This document is to be read on conjunction with the RMPAC terms and conditions that are on the club website as well as the Full on Sport registration website. Please do not hesitate to contact a coach or a member of the committee for further guidance.

<b>Date:</b>	<b>Assessed by:</b>	<b>Approved By :</b>	<b>Review :</b>
23/03/2021	Gary Haylock	N Taylor	23/03/2021

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
Running in the dark	Runners, members of the public and road users not easily seeing the runner	<ul style="list-style-type: none"> <li>• Runner <b>ARE</b> to wear Hi-Viz tops / jackets or reflective bibs</li> <li>• Wherever possible stay on roads with adequate street lighting. Bibs can be loaned from the club.</li> <li>• <b>NO HI-VIZ or BIB NO RUN.</b></li> </ul>	H	<ul style="list-style-type: none"> <li>• By high vis it is meant that high vis clothing that has reflective strips and not just bright colours.</li> <li>• If the runner refuses to adhere then they cannot run with the club for third party insurance reasons.</li> <li>• If people do not comply then their membership may be cancelled.</li> </ul>	L	Runners to take ownership but the run leader will intervene if required.
Use of headphones on club nights.	Runners as their hearing may be impeded in hearing group leaders instructions, cars or members of the public	<ul style="list-style-type: none"> <li>• Under no circumstances are runners to wear headphones on club nights.</li> <li>• This includes the time trial race night.</li> </ul>	M	<ul style="list-style-type: none"> <li>• There is to be a no tolerance approach in regards to the use of headphones on a training night.</li> <li>• If the runner refuses to adhere then they cannot</li> </ul>	L	Runners to take ownership but the run leader will intervene if required.



		<ul style="list-style-type: none"> <li>• Anyone seen wearing headphones are to be told to remove them immediately</li> </ul>		<ul style="list-style-type: none"> <li>• run with the club for third party insurance reasons.</li> <li>• If people do not comply then their membership may be cancelled.</li> </ul>		
Traffic & Pedestrians	Runners, members of the public and road users in collision	<ul style="list-style-type: none"> <li>• High vis to be worn when running in low light conditions.</li> <li>• Running in daylight encourage runners to wear light clothing or high vis Take into consideration what the lighting conditions will be at the end of the run and dress accordingly.</li> <li>• Stay on pavement as far as possible. If forced to run on the road stay to the right (facing oncoming traffic). When crossing road use pedestrian crossing if possible. Everybody to check for traffic, don't just follow the crowd. Leader/Lead runners to shout warning to following group if traffic approaches unexpectedly.</li> </ul>	M	<ul style="list-style-type: none"> <li>• In winter months then high vis (reflective) clothing is to be worn. No reflective clothing then no run.</li> <li>• In the weeks leading up to the night's drawing in then the need for high vis to be posted on social media and at club nights.</li> <li>• Once the decision that high vis is mandatory then the coach to ensure all runners have high vis on and if not then the runner will be told that they cannot partake in the session.</li> </ul>	L	Runners to take ownership but the run leader will intervene if required.
Use of head torches	Runners and members of the public temporary blinded	<ul style="list-style-type: none"> <li>• Head torches are a useful aid in the darker months and can be used on club nights, however care must be taken not to shine the lights in the</li> </ul>	L	<ul style="list-style-type: none"> <li>• When grouping together this is a time when the light can accidentally be shined in other people's eyes. If this does happen point it out to the head torch wearer so</li> </ul>	L	Runners to take ownership but the run leader will intervene if required.

		<i>eyes of others and blinding them.</i>		<i>that they are aware and give enough time for people's sight to recover before moving again.</i>	
Uneven running surface	<i>Runners getting injured</i>	<ul style="list-style-type: none"> <li>• <i>Group leader, as far as reasonably possible, to select routes which are free from potholes and loose ground.</i></li> <li>• <i>Runners to take care when changing levels e.g. descending from curbs. Remind runners to wear appropriate footwear.</i></li> </ul>	M	<ul style="list-style-type: none"> <li>• <i>Lead runner to shout warning if surface unexpectedly becomes uneven. Walk if conditions are particularly difficult. Encourage runners to look out for each other.</i></li> </ul>	Runners to take ownership but the run leader will intervene if required.
Slippery surface	<i>Runners getting injured</i>	<ul style="list-style-type: none"> <li>• <i>Care should be taken to avoid patches of ice and other slippery conditions.</i></li> <li>• <i>Lead runners to warn following group of any slippery hazards they encounter</i></li> <li>• <i>When running off road to allow adequate distance between the runners</i></li> </ul>	M	<ul style="list-style-type: none"> <li>• <i>Group leader will cancel runs if conditions are considered dangerous particularly with regard to ice.</i></li> <li>• <i>Runners are to walk through a section if the conditions are particularly difficult.</i></li> </ul>	Runners to take ownership but the run leader will intervene if required.
Overgrown vegetation/ Brambles/ Nettles	<i>Runners getting injured</i>	<ul style="list-style-type: none"> <li>• <i>Warn runners if route is expected to be particularly overgrown</i></li> <li>• <i>Give them an opportunity to take an alternative route if possible</i></li> </ul>	L	<ul style="list-style-type: none"> <li>• <i>If conditions are extreme then change the route for the whole group.</i></li> </ul>	Runners to take ownership but the run leader will intervene if required.

Accidents caused by bumping or jostling	Runners and members of the public getting injured	<ul style="list-style-type: none"> <li>Runners to run carefully and responsibly keeping a sensible distance between themselves and the runner ahead of them.</li> </ul>	L	<ul style="list-style-type: none"> <li>All members are aware, common sense and the run leader/ coach to intervene if necessary</li> </ul>	L	Runners to take ownership but the run leader will intervene if required.
Unexpected obstacles on pavement	Runners and members of the public getting injured	<ul style="list-style-type: none"> <li>Lead runners to advise following group of any unexpected hazards which he/she may come across e.g. road works, cyclists, bollards, street furniture, broken slabs, wheel chairs, overhanging foliage, dog mess, road signs, holes and kerbs by shouting a clear warning.</li> </ul>	L	<ul style="list-style-type: none"> <li>All members are aware, common sense and the run leader/ coach to intervene if necessary</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Dogs, Horses and other animals	Runners, members of the public and animals getting injured	<ul style="list-style-type: none"> <li>Take care when running near dogs particularly when they are off leads and owners are not present.</li> <li>Slow to a walk if necessary.</li> <li>Avoid eye contact and turning your back on the animal</li> <li>Seek assistance from the dog owner if appropriate.</li> </ul>	M	<ul style="list-style-type: none"> <li>All members are aware, common sense and the run leader/ coach to intervene if necessary. Please be aware that not all people are comfortable around dogs.</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Hot weather	Runners getting injured	<ul style="list-style-type: none"> <li>Advise runners to wear appropriate kit.</li> <li>Take fluids particularly on longer runs of over one hour.</li> <li>Avoid running at midday, run early morning or evening.</li> </ul>	L	<ul style="list-style-type: none"> <li>Advice to be posted on social media in extreme conditions</li> <li>If conditions are extreme run to be postponed/cancelled at the</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.



		<ul style="list-style-type: none"> <li>• Remind runners to use high factor sun cream.</li> </ul>		<p>discretion of the Group leader</p>	
Cold Weather	Runners welfare	<ul style="list-style-type: none"> <li>• Members to be encouraged to warm up thoroughly in cold weather</li> <li>• Wear clothing appropriate to the conditions, multiple layers are better</li> </ul>	L	<ul style="list-style-type: none"> <li>• Group leader to keep runners moving to avoid them getting cold during the training session.</li> <li>• Group leaders will cancel runs if conditions are considered dangerous.</li> </ul>	Runners to take ownership but the group leader will intervene if required.
Getting Lost	Runners welfare	<ul style="list-style-type: none"> <li>• Group leader to be familiar with area and to have run route at least once before. Leaders must muster from time to time to ensure no one gets left behind.</li> </ul>	L	<ul style="list-style-type: none"> <li>• Runners to choose their group consistent with their abilities.</li> </ul>	Runners to take ownership but the group leader will intervene if required.
Losing a runner	Runners welfare	<ul style="list-style-type: none"> <li>• Running groups to stick together, appointed leaders to encourage mustering where front runners run back to collect stragglers. Remind runners to select a running group consistent with their ability.</li> </ul>	M	<ul style="list-style-type: none"> <li>• Group leader to ensure this takes place.</li> <li>• Runners are to be counted in and out.</li> <li>• If the group is large or of mixed ability then regular meeting points are to be agreed and the run leader is to ensure that everyone knows where the meeting points are.</li> <li>• Nominate a back marker and a route leader if there is any concern about the group getting split up.</li> </ul>	Runners to take ownership but the group leader will intervene if required.

Runners with asthma	Runners welfare	<ul style="list-style-type: none"> <li>• Advise runners to let Group leader know if they suffer from asthma.</li> <li>• Asthmatics must always carry an inhaler.</li> <li>• Asthmatics should not run if they are suffering badly or fear an attack is imminent.</li> <li>• The decision whether to run or not is left to the discretion of the individual but they run at their own risk.</li> </ul>	M	<ul style="list-style-type: none"> <li>• Group leader to ask runners of any issues prior to run</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Other medical conditions	Runners welfare	<ul style="list-style-type: none"> <li>• To be advised to Group leader</li> <li>• Any appropriate medication should be carried on the run</li> <li>• . The decision whether or not to run is left to the discretion of the individual but they run at their own risk.</li> <li>• All runners to be asked to disclose medical information on membership form.</li> </ul>	M	<ul style="list-style-type: none"> <li>• Group leader to ask runners of any issues prior to run</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Runner involved in an accident	Runners, coach, run leader and members of the public	<ul style="list-style-type: none"> <li>• Coach/ run leader is to carry as a minimum 2 x foil blankets and a mobile phone.</li> <li>• If the group leader is not 1st aid trained to ask if anyone else is in the group.</li> <li>• Attend to the casualty as first priority, if no one is first aid trained do not administer 1st aid but call for assistance.</li> </ul>	M	<ul style="list-style-type: none"> <li>• Group leaders to encourage other runners to carry basic items such as mobile phone, foil blanket, plasters with them as well.</li> </ul>	L	Group leader



		<ul style="list-style-type: none"> <li>• <i>If in any doubt call an ambulance via 999.</i></li> <li>• <i>Remember the rest of the running group may be getting cold, as soon as it is safe to do so instruct the rest of the group to keep running up and down or nominate an experienced runner to lead the group back to the club.</i></li> <li>• <i>At least one member of the group is to stay with the injured person at all times.</i></li> <li>• <i>If the injured person needs further treatment make arrangements for a family member or friend to be contacted.</i></li> <li>• <i>Club chairman and health and safety assessor to be informed as soon as possible.</i></li> </ul>				
Communication following an incident	Runner and Coach	<ul style="list-style-type: none"> <li>• <i>At least the group leader should carry a mobile phone and ideally another member of the group.</i></li> <li>• <i>Club chairman and health and safety assessor to be informed as soon as possible.</i></li> </ul>	L	<ul style="list-style-type: none"> <li>• <i>Group Leader to check prior to run, ask the rest of the group if anyone else has a phone. Encourage other runners to carry a phone</i></li> </ul>	L	Group Leader

### Corona Virus Guidance.

*This section of the risk assessment is for guidance. RMPAC have produced this guidance on the understanding that it is an interpretation of government guidance relevant to the sport of athletics and running. It is likely to change at short notice, in which case we will publish updates through the club email and social media channels and all coaches will be updated. Also please go to the English Athletics website where more information is available,*

Health	Runner and Group Leaders health	<ul style="list-style-type: none"> <li>It is of paramount importance that athletes monitor themselves for any signs of the virus, as well as general health. If you have any symptoms then do not attend training and follow government guidelines</li> <li>All runners are encouraged to bring their own water especially on hot days. <b>DO NOT SHARE YOUR WATER WITH OTHERS.</b></li> </ul>	H	<ul style="list-style-type: none"> <li>Group Leader to check that everyone is feeling fine before starting the session.</li> <li>Group leader to take the weather forecast into consideration and if appropriate shorten the session if needed.</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Hygiene	Runner and Group Leaders health	<ul style="list-style-type: none"> <li>All training is outside and there will be no toilet facilities. Athletes are encouraged to bring hand sanitiser for their own use.</li> <li>No training equipment such as batons etc are to be used.</li> </ul>	M	Runners and coaches will be reminded to follow government guidelines.	L	Runners to take ownership but the group leader will intervene if required.
Social Distancing	Runner, members of the public and group leaders health	<ul style="list-style-type: none"> <li>Everyone to adhere to social distancing at all times</li> <li>Under no circumstances do you exceed the maximum number in a group as allowed by English Athletic and the government</li> </ul>	M	<ul style="list-style-type: none"> <li>Remember that you are representing RMPAC. Be courteous to members of the public and ensure that you and your group adhere to social distancing.</li> </ul>	L	As a coach it is your duty to enforce this.



		<p>guidelines. If there are more than the allowed amount inform the group leader immediately?</p> <ul style="list-style-type: none"> <li>All training sessions are to be pre booked so we ensure up to date members train. Due to this and insurance reasons, do not invite friends etc to join in the session. Only the people confirmed are to train.</li> </ul>		<ul style="list-style-type: none"> <li>It is the runners responsibility to give way to pedestrians. Most runners are familiar with the routes and know where narrow points are so be prepared to wait at passing points if pedestrians can be seen in front. If in doubt stop and allow the pedestrian to pass. Only go into the road if it is safe and you are facing oncoming traffic.</li> </ul>		
Communication	Runner and Group leaders welfare	<ul style="list-style-type: none"> <li>Clear instructions will be given when the training sessions are announced.</li> <li>When grouping to receive instructions etc then social distancing is to be observed.</li> <li>Runners are asked to be quiet and courteous at all times instructions are given</li> </ul>	L	<ul style="list-style-type: none"> <li>Group Leader to check that everyone is socially distancing and that everyone understands any coaching instructions given.</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.
Meeting before and after the session	Runner and Group leaders welfare	<ul style="list-style-type: none"> <li>Do not congregate before or after training, return home immediately.</li> </ul>	L	<ul style="list-style-type: none"> <li>Coaches to arrange meeting points at quiet locations and make sure that their training session is at the time agreed and will not overlap with any other training session.</li> </ul>	L	Runners to take ownership but the group leader will intervene if required.



				<ul style="list-style-type: none"> <li>• Coach to make sure he is on time and at the end of the session to ask everyone to leave,</li> </ul>	
Social distancing	Runner, Group Leader and members of the public welfare	<ul style="list-style-type: none"> <li>• All group sizes will not exceed the maximum number specified by English Athletics as long as they are led by a qualified run leader or coach</li> <li>• Any social runs or non led runs associated to the club will not exceed the government guidelines</li> <li>• All the sessions will be outside in public places so remember to keep social distancing from other runners and members of the public at all times.</li> <li>• Please remember that you will be representing the club so please be courteous at all times.</li> </ul>	L	<ul style="list-style-type: none"> <li>• Coach to plan routes so that no busy areas are used. Fields and off road areas in daylight are better suited to allow for social distancing.</li> <li>• Runners to be encourage to raise any concerns with the coach immediately.</li> <li>• RMPAC will educate persons to the maximum numbers allowed to meet for both coached sessions and social session. Club email, Website and Social media to be used to keep runners informed.</li> </ul>	Runners to take ownership but the group leader will intervene if required.



**Disclaimer:**

RMPAC have produced this risk assessment following English Athletics guidelines and has interpreted the advice from them in good faith. This risk assessment is in no way exhaustive and is to be used as a guide. Individual runners circumstances may differ and please if you the runner is in any doubt please consult with your coach or a member of the committee. Please remember RMPAC is run by volunteers and is a non-profit organisation. This Risk assessment is produced as part of our duty of care. However we strongly recommend that you consult and keep aware of all English Athletic guidelines that are readily available on their website or if you have any concerns please raise these with a coach, a member of the RMPAC committee or a professional advisors.

**Risk Assessments are to be reviewed:**

- Annually.
- If there is reason to doubt the effectiveness of the assessment.
- Following an accident or near miss.

Review Date	Reviewer	Comments
01/06/2020	Gary Haylock	New style Risk Assessment. No alterations from original apart from off road and road running risk assessments combined into the one document. An additional risk assessment for the coaches/Group leader is being produced to give more specific information for them.
05/06/2020	Gary Haylock	Covid section added following the go ahead for a coach to train up to 5 runners.
06/06/2020	Gary Haylock	Condensed some sections
23/03/2020	Gary Haylock	Differentiated between Coached sessions and non coached/social run group sizes. Added statement for runners to give way to runners to clarify.