

RISK ASSESSMENT FOR GO APE, ADVENTURE FOREST LIMITED

SUBJECT: Forest Biking (Bike Hire) RISK ASSESSMENT REF: 2024/Bike Hire

REVIEWED BY: Keri Cairns, Mark Robinson 18/03/2024

Risk Matrix								
Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk Rating (RR).
		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	
Severity (S)								
Acceptability of risk guidance	High-risk: 15 – 25		High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.					
	Medium-risk: 8 – 12		Medium-risks should only be tolerated for the short-term and only whilst further control measures to mitigate the risks are being planned and introduced.					
	Low-risk: 1-6		Low-risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.					
Guidance. When completing a risk assessment, you should:	<ol style="list-style-type: none"> 1. Identify the persons at risk and the significant hazards. 2. Calculate an initial RR for the activity. 3. Identify risk control measures that reduce the risks to an acceptable level. 4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings. 							
Note. Ideally, you should look to reduce the risks so that the task can be classified as "low-risk".								

Likelihood	Definition	Points rating
Inevitable	If the work continues as it is, there is almost 100% certainty that an accident will happen, for examples: A broken stair or broken rung on a ladder, Bare, exposed electrical conductors, Unstable stacks of heavy boxes	5
Highly likely	Will happen more often than not. Additional factors could precipitate an incident but it is still likely to happen without this additional factor.	4
Possible	The accident may occur if additional factors precipitate it, but it is unlikely to happen without them.	3
Unlikely	This incident or illness might occur but the probability is low and the risk minimal.	2
Remote possibility	There is really no risk present. Only under freak conditions could there be any possibility of an accident or illness. All reasonable precautions have been taken - This should be the normal state of the workplace.	1

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Severity	Definition	Points rating
Very high	Causing multiple deaths and widespread destruction eg. fire, course/building collapse.	5
High	Causing death, serious injury or permanent disability to an individual.	4
Moderate	Temporary disability causing injury (to member of the public, contractor or employees) or disease capable of keeping an employee off work for seven days or more and reportable under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995).	3
Slight	Minor injury (to member of the public, contractor or employee), which would allow the individual to continue work after first aid treatment on site or at a local surgery. The duration of the stoppage or treatment is such that the normal flow of work is not seriously interrupted.	2
Nil	Very minor injury, bruise, graze, no risk of disease.	1

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5	HAZARD	L	S	R R	WHO MIGHT BE HARMED	CONTROL MEASURES	FURTHER CONTROL MEASURES: reviewed annually to formulate Risk Reduction Plan	L	S	RR
1	Mechanical Failure of the bike	3	3	9	Employees, Public, Customers	<ul style="list-style-type: none"> • Only bikes fit for purpose are used (BS EN 14765- Bicycles for young children and BS EN 14766 – Mountain bicycles). Mountain bikes with suitable tyres will be used for forest tracks. • Each bike is given an individual number and inspection column in Monday.com for recording monthly safety checks. • Each bike is given a monthly safety check including frame and fork structural integrity, brakes, wheels, gears and contact points. This inspection is performed by a competent person. • Before each use each bike is physically checked to control the operation of its brakes, wheel alignment, quick releases and contact points as per Forest biking program training. • Each rider is provided with the opportunity to receive a correctly fitted helmet which is checked before and after each use, and inspected monthly (BS EN 1078:1997). • Riders are advised on appropriate clothing: open toed shoes, flip flops and high heels are discouraged and tops must be worn • Riders are asked to test the bike before 		2	2	4

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						<p>they leave the cabin to ensure they are happy with the operations and settings, including saddle height.</p> <ul style="list-style-type: none"> • Riders are instructed on the use of their bike, including brakes and gear operation. • Riders are provided with a phone number to contact if they need assistance. Riders are instructed not to carry out any repairs or adjustments themselves. • Riders are provided with advice on routes available including timings, distance, difficulty and suitability for each group, as well as emergency routes back to the cabin. 				
2	Rider error induced injuries or accidents	1	1	3	Overconfident riders, inexperienced riders, uneducated riders, tired, dehydrated, hungry or cold riders, riders who leave designated routes, employees, GP	<ul style="list-style-type: none"> • Uneducated riders are discouraged from hiring bikes. • Bikes with water bottle holders are made available where bike design enables. Water bottles are available for customers to buy from the cafe. Tap water is freely available for customers to fill bottles. • Riders are advised on hot or cold weather conditions or visibility issues on the day, advice is offered on clothing. 		1	2	2
3	Incidents or injuries due to adverse weather	1	3	3	Uneducated riders, injured riders, stranded or lost riders, any rider, employees, GP	<ul style="list-style-type: none"> • Local operating procedures will be in place. Those will include operating limits (wind, snow ice, etc.) and procedures for relocating and recovering a lost or injured rider. 		1	2	2

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4	Collision with a moving or solid object (park user, animals, machinery or vehicles, riding in the dark, crossing a road)	3	3	9	Riders, employees, GP, contractors	<ul style="list-style-type: none"> • Alice Holt -Forest biking customers should remain within Alice Holt forest. They should not be crossing any roads as this will take them outside of the boundaries of the forest. • Riders are warned of forestry works where appropriate before leaving the cabin. • Riders are given an appropriate amount of time to complete their intended route before dusk and informed of the time their bikes must be returned (if appropriate, the time dusk is expected that day). • All bikes will be fitted with a mounted bell. Riders are advised to use the bell when approaching pedestrians. They are also reminded that not everyone will hear a bell so they should gain eye contact before passing. • Riders are advised to slow down when approaching dogs that are not on a lead. • Riders are advised to follow simple UK road procedures. They should remain on the left when passing vehicles and other cyclists. 		1	2	2
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Refs HSE Information Sheet Entertainment Sheet No 14 HSE 5 Steps to Risk assessment INDG 163 HSE A Guide to Risk Assessment requirements INDG 218 BS EN 1078:2012+A1:2012 (previously BS EN 1078:1997 - Helmets for pedal cyclists and for users of skateboards and roller skates), BS EN ISO 8098:2014 (previously BS EN 14765- Bicycles for young children) and BS EN ISO 4210-1:2014, BS EN ISO 4210-2:2014, BS EN ISO 4210-3:2014, BS EN ISO 4210-7:2014, BS EN ISO 4210-9:2014, BS EN ISO 4210-4:2014, BS EN ISO 4210-6:2014, BS EN ISO 4210-8:2014, BS EN ISO 4210-5:2014 (previously BS EN 14766 – Mountain bicycles)										