

Risk Assessment for Adventure Forest Ltd T/as Go Ape! &/or Go Ape! EOT

SUBJECT: Forest Biking (Bike Hire)

RISK ASSESSMENT REF: FB/2025/V1

Written By: Operations Team/Health and Safety Team

REVIEWED By: Mark Robinson January 2025

Next Review Date: January 2026

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

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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	HAZARD	L	S	RR	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, customers, members of the public	<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 bike style 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 for correct 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 asked to test the bike before they leave the cabin to ensure they are happy with the operations and settings, including saddle height. • 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 		2	2	4

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						<p>themselves.</p> <ul style="list-style-type: none"> 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	Employees, customers, members of the public	<ul style="list-style-type: none"> Inexperienced 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, 		1	2	2
3	Collision with a moving or solid object (park user, animals, machinery or vehicles, riding in the dark, crossing a road)	3	3	9	Customers, riders, employees, members of the public, contractors	<ul style="list-style-type: none"> Alice Holt -Forest biking customers should remain within the Alice Holt Forest on the advised routes. 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. 		1	2	2

Risk Assessment for Adventure Forest Ltd T/as Go Ape! &/or Go Ape! EOT

						<ul style="list-style-type: none"> 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. 				
4	<p>Medical conditions</p> <ul style="list-style-type: none"> Pre-existing injuries Pregnancy Fatigue Hearing and Visual impairment Individual additional needs Other 	2	2	4	Customers, employees	<ul style="list-style-type: none"> Medical, Disability, Pregnancy, Additional Support, Deaf Participants, Existing Physical Injuries Policies Risk Acknowledgement Terms and Conditions Staff training Safety Rules and Advice Dynamic assessment of risk Patrolling and observation Users advised to seek medical advice 		1	2	2
5	<p>Challenging behaviour</p> <ul style="list-style-type: none"> Verbally abusive Physically abusive Failure to follow rules Aggressive 	2	3	6	Customers, employees, members of the public	<ul style="list-style-type: none"> Staff Customer Conflict Policy Staff Training Exclusion from activity Safety Rules and Advice Terms and Conditions Verbal warning, of session being cut short Emergency Services 		1	3	3
6	<p>Darkness causing</p> <ul style="list-style-type: none"> Disorientation Inability to read safety signs Impaired 	2	3	6	Customers, employees, contractors	<ul style="list-style-type: none"> Careful planning of session availability in line with sunset times Torches available Adequate supervision Staff assistance Termination of the activity 		1	3	3
7	<p>Weather</p> <ul style="list-style-type: none"> Lightning High Wind Ice and snow Extreme Cold 	3	3	9	Customers, employees, members of the public contractors	<ul style="list-style-type: none"> Course closures and evacuations due to adverse weather policy Emergency Evacuation Procedure Suitable clothing guidance and uniform 		1	3	3

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	<ul style="list-style-type: none"> Excessive Heat Mist and Fog 					<ul style="list-style-type: none"> Communications and use of radios and phones Rest periods and breaks Training of staff and customers Monitor weather reports and forecasts Patrolling instructors' observations (Beaufort scale) Provision of water 				
8	Inappropriate clothing	2	3	6	Customers, employees, contractors	<ul style="list-style-type: none"> Pre booking and on arrival advice/checks Refer to Footwear policy for agreed requirements by activity 		1	3	3
9	Inappropriate participant age/ratios/supervision	2	3	6	Customers, Employees, contractors	<ul style="list-style-type: none"> Pre booking and on arrival advice/checks Refer to supervision policy for agreed requirements by activity 		1	3	3
<p>Refs:</p> <p>HSE 5 Steps to Risk assessment INDG 163</p> <p>HSE A Guide to Risk Assessment requirements INDG 218</p> <p>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)</p>										
<p>Control Measures. Where a control measure has been identified, it is only included once and not repeated under every subject. Therefore, for a specific hazard identified, a control measure noted above may apply to that hazard. (HSE RA guidance.)</p>										
<p>Go Ape operational and training systems. These include the following: Go Ape Operations on how to run a Go Ape Activity, Go Ape Training Manual including training and assessment policy, Practical Session plans and online training and Go Ape Company Handbook.</p>										
<p>Instructor Training. Go Ape staff must undertake relevant training and assessment programme specific to their role. They undergo training in accordance with the Go Ape Online Training Manual</p>										