

Cycle Group Leader Risk Assessment Check List

U3A Name	
Interest Group	
Date	Cycle route
Distance	Road type/conditions

Before the cycle trip		Yes (✓)
1	Provision of information to prospective riders: a) Location b) Distance c) Timing d) Linear / Circular Route e) Road type/conditions f) Height and climbs involved g) Level of fitness required h) Appropriate footwear & hi vis clothing i) Toilet / refreshment facilities en route j) What to bring – food / drink / compass / map / mobile phone k) Cycle Helmet required l) Meeting point m) Public transport options n) Car parking facilities if relevant o) Need of riders to bring emergency telephone numbers for next of kin and relevant medical details	

On the day		Yes (✓)
1	Check first aid kit & emergency blanket	
2	Briefing before starting out: a. Route b. Duration c. Terrain d. Known Hazards e. Emergency Arrangements – illness, exhaustion, accident, weather problems, terrain problems, lost contact with group f. Be prepared to advise inadequately equipped riders not to go but they must make the final decision	
3	Appoint a backmarker	

During the Cycle trip		Yes (✓)
1	Stay at the front but make sure you can always see the backmarker	
2	Set an appropriate pace for the level of cyclist	
3	Check the route frequently	
4	Periodically count the number in the group	
5	Other(specify)	

Signed	Dated
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FURTHER NOTES