



RISK ASSESSMENT



Helensburgh
Amateur Athletic Club

Group: HAAC Seniors

Assessment No: HAAC Seniors RA-01

Task / Session: Running on streets and pavements (road running)

Assessed by: Claire Heasman

Date of Assessment: 1 February 2025

Risk Assessment to be understood by all Group Leaders prior to taking Session.

Risk Assessment to be reviewed Annually, after an incident / accident, or if any of the Hazards or Activities change.

Task/activity you are assessing?	Hazards which may be present or may be generated?	Who may be harmed by the hazards?	Precautions already in place to either eliminate or reduce the risk of an accident happening?	Additional precautions you may need to either eliminate or reduce the risk?
Group safety before first and every session?	Venue/location Time of session - daylight hours Ability of participants Participants with known health problems injury / fitness – prior to session	Run Leaders Participants	<ul style="list-style-type: none"> The HAAC Membership form, including health disclaimer (via Entry Central or manual form), should be completed by all members. This information may be shared with Run Leaders, first aiders and other Club personnel (if deemed appropriate). The club should have access to emergency contact details for each participant (Entry Central if not manually collected). Each Club session should have an assigned qualified Run Leader (LiRF/CiRF) and First Aider. 	-

Commented [DM1]: Are you doing a separate one for trails to include Trail Qualified run leader, head torches, escape routes, plan for accident / injury, etc.?

Commented [Ca1R2]: Yes - Debbie has it for review

Commented [DM2]: Do you have this on membership form?

Commented [Ca2R2]: Yes there are health disclaimers to say yes/no to on the Membership form

Commented [DM3]: Do all LiRF / CiRFs have this?

Commented [Ca3R2]: Just looking at Entry Central, I can't see that we have to enter anything about emergency contacts and a number in there, so actually I don't we currently hold this information for any members. I will send a note to Jill and Ian B and ask if this can be added to the membership form as renewal in getting closer. Then those that have access to Entry Central can access it - Jill, Ian B, myself, Debbie I think too.

			<ul style="list-style-type: none"> • The Run Leader and First Aider should ask attendees if they have any new / short term medical condition / injury which may affect the planned session. • Advise runners to ensure any essential medication is carried where appropriate. 	
General safety on every session	<p>Injury/illness unreported by Participant</p> <p>Inappropriate clothing</p> <p>Visibility of group</p> <p>Possible dehydration or low energy</p> <p>Possible adverse reaction to cold/wet weather</p> <p>Injury and illness during session</p> <p>Footwear</p> <p>Hi-Viz/Reflective attire</p>	<p>Run Leaders</p> <p>Participants</p>	<ul style="list-style-type: none"> • Conduct a visual check and health/injury enquiry before every session. • If any doubt exists in a runner's ability to complete a session, then the Run Leader should attempt to adapt the session. If there isn't a suitable adaptation to the session, then the runner must be advised that they cannot participate on this occasion. • Clothing worn by runners should suit the conditions. • Appropriate footwear should be worn for surface training on – road/track/rough path/trail. • Run Leader should explain the planned warm up, workout session and cool down routes to participants prior to the start of the session. • Hi-Viz/reflective clothing is mandatory during dark / twilight conditions. • Run Leader is to: 	

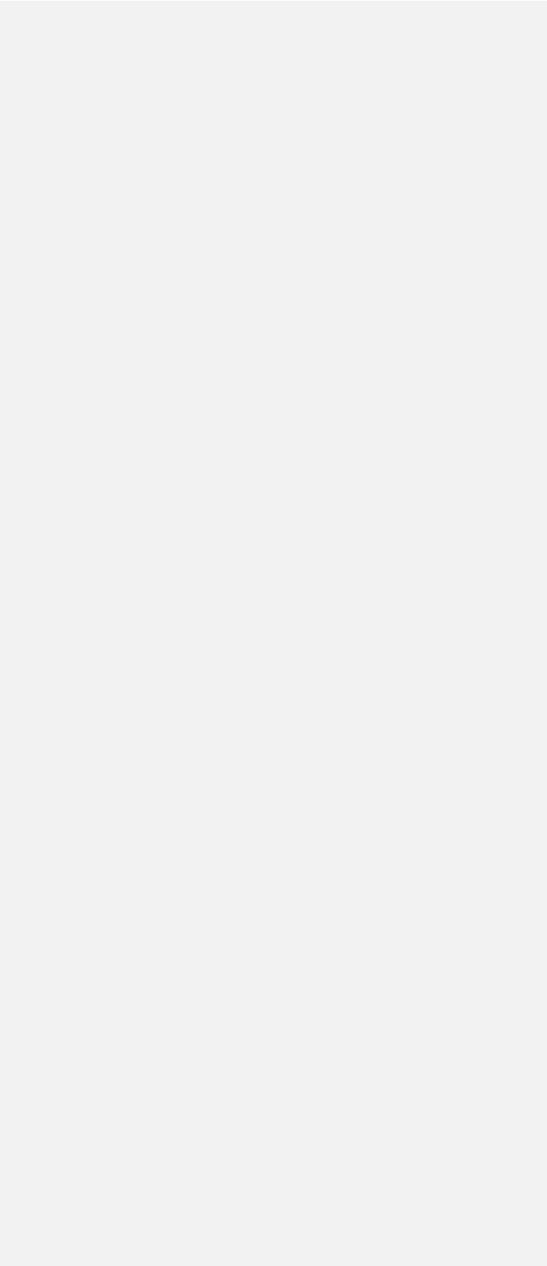
Commented [DM4]: Trail / off road mentioned here but not really alluded to elsewhere.

Commented [Ca4R2]: Have reworded.

			<ul style="list-style-type: none"> • Carry a mobile phone. • Carry a Whistle. • Keep count of group at regular intervals. • Manage session plan with appropriate warm up and cool down. • Brief runners when / where to stop if group becomes spread out. • A qualified First aider must be present and carry an appropriate first aid kit and mobile phone on each session. 	
Running Routes	<p>Uneven ground, potholes, slippery ground, mud, street furniture, debris.</p> <p>Visibility</p> <p>Ability of the group</p>	<p>Run Leaders</p> <p>Participants</p>	<ul style="list-style-type: none"> • Route has been checked for suitability. • Routes selected which are appropriate to the runners within the group. • Participants forewarned of route obstacles. • Routes selected that have good lighting and surface wherever possible. • Road safety rules must be adhered to by all participants. • Session kept to appropriate time. • On-going assessment by Run Leader, with adaptation as required. • Run Leader to adjust session where necessary for runners that maybe less experienced, 	<ul style="list-style-type: none"> • Pre-check the route close to the day of the session. • Always have a contingency plan.

			returning to running after injury or for any other appropriate reason.	
Traffic / Road Crossings	All traffic, including other members of the public, runners, cyclists, crossing traffic	Run Leaders Participants	<ul style="list-style-type: none"> • Cross as a group, where possible. • Take personal responsibility. • Reinforce every week. • Respect all other users of the road/pavement. 	<ul style="list-style-type: none"> • Ensure group procedure for regrouping at crossings is reiterated weekly.
Weather	Variations in weather making it too cold, wet, windy, hot or slippery	Run Leaders Participants	<ul style="list-style-type: none"> • Weather reports should be checked leading up to and on the day. • Runners to be given advice on clothing, fluid intake and sunscreen. • Cancellation to be considered if ice, snow, lightning or other inclement conditions which may put participants at risk are likely. • Monitor participants for difficulties. 	<ul style="list-style-type: none"> • Abandon run and return to Clubhouse / safe place if conditions deteriorate
Animals	Presence of and behaviour of animals and their owners	Run Leaders Participants	<ul style="list-style-type: none"> • Ensure runners keep aware of and alert to animals around them. • Be aware of any fears and phobias in your group – and take them seriously. • Follow the Countryside Code when on farmland. 	
Members of Public	Getting in way of runners, causing injuries or accidents	Public	<ul style="list-style-type: none"> • Ensure participants are respectful of other path and road users. 	

		Run Leader Participants	<ul style="list-style-type: none">• Avoid areas known to be unsuitable.	
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Name	Sign to acknowledge understanding of HAAC Seniors RA-01	Date	Annual Review 1 Date / Sign	Annual Review 2 Date / Sign
Claire Heasman				
Gordon Andrew				
Sarah Blandy				
Charlotte Craig				
Sophie Monteith				
Stewart Tacchi				
Debbie Savage				
Jill Rooney				

