 **Risk Assessment for Orienteering**

Risk assessments are concerned with identifying the hazards (i.e. things which might go wrong or cause an accident/injury), evaluating the likelihood of a particular event occurring (i.e. level of risk) and putting measures in place needed to reduce or eliminate the risk.

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| **Name of Club / satellite club name / after school club** | | | Hertfordshire Orienteering Club | | |
| **Name of person completing this form** | | David Dixon | **Position of person completing this form (Coach, organiser etc)** | | Planner/Organiser |
| **Venue for session / event / activity** | | Welwyn Garden City Street-O | **Date for session /**  **event / activity** | | 7 September 2021 |
| **Name of person in charge of session / event / activity** | | | David Dixon | | |
| **Risk assessment signed** | David Dixon | | **Risk assessment dated** | | 29 August 2021 |
| **Risk assessment checked by (name, position and date)** | **Print name**  **& position (coach mentor, controller etc):** | | Mike Bennett, club Chair | | |
| **Sign and date:** | | |  | |

**Emergency Information**

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| **Emergency access point (for emergency vehicles)** | **Post code / grid reference:**  Urban area – access throughout | **Place from which signed:**  No fixed signage |
| **Nearest A&E hospital:** | **Name and Post code:**  24/7 Full A&E: Lister Hospital, Coreys Mill Lane, Stevenage, Hertfordshire, SG1 4AB | **Map available (where):**  Organiser can give directions – hospital is well signed. |
| **Working telephone:** | **Landline or mobile:**  **If mobile (reception checked?)**  Mobile | **Number:**  07501 349027 |
| **First Aid cover** | **Name of first aider:** [small first aid kit for participant use available] | **Located where?**  At start/finish |

**The Risk Assessment**

**It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.**

**NB: it is not sufficient only to put warnings in preliminary information as there is no way of being sure that all participants will have read them.**

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| **Hazard – note under these headings (see suggested examples to consider)** | **Possible outcome / injury including note on severity and likelihood of occurrence** | **Mitigation**   * **What control measure?** * **Who is responsible?** |
| **In area to be used (indoor / outdoor):**  Outdoors – urban environment  Outdoors - watercourses | Traffic accident (severe; low risk)  Falling on hard surfaces; twisted ankles, Bruises and Grazes; street furniture (minor; moderate risk)  Drowning (severe; low risk) | **Planner:** Course designed to only include roads (residential, plus urban roads up to B-road classification) with speed limits at 30mph or below. Busier roads include: Bridge Road & Parkway: no need to cross these on course. Valley Road: excellent visibility with traffic calming . All busier roads have good visibility and pavement provision. No further mitigation considered necessary.  **Planner**: Ensure control siting encourages crossing roads at points with good visibility, preferably allowing options for crossing busier roads.  Running surface is typical for an urban environment.  **Organiser**: Add warning to take care crossing all roads (on map).  **Planner**: No water hazards on course. |
| **Participants** | Lost (minor; low risk) | Urban area. Members of the public available for assistance if necessary.  **Organiser** to check out/in participants using pre-registration list to ensure all runners return safely, and to ensure a second individual is available until all participants have returned in case a search is required.  Emergency contact number printed on map. |
| **Other people/activities in area**  Dog walkers, cyclists, runners, pedestrians | Bumping into others causing them harm. (minor; moderate risk) | **Organiser** to remind **Participants** that they should be courteous and respectful and understand that others have as much right as themselves to use the area – using event pre-read. |
| **Weather** | Extreme weather possible (up to severe; low risk) | **Organiser** to cancel if extreme weather, principally very high winds, or risk of lightning. |
| **COVID 19** | Risk of contracting or spreading COVID 19 (up to severe; low risk) | Large congregations of people are not expected at any part of the course to the best of the **planners** knowledge. Timing all through MapRun so no communal kit. Only transferred items will be maps – **printer**/**organiser** to use appropriate hand hygiene measures to minimise any risk of cross-infection. **Coordinator** to require pre-registration through <https://sat.maptypes.org/> to ensure participants are contactable through Track-and-trace if necessary; event details to remind participants not to attend if ill, isolating or in quarantine.  No indoor or covered areas will be used. **Organiser** to remind participants to maintain social distancing. |
| **Equipment** | Damage to equipment (minor; moderate risk) | MapRun **participants** will be running with a mobile phone; in the case of a fall it is possible that the phone will be damaged/destroyed. However this is not considered to increase the severity of any personal injury. |

**Examples of hazards with the potential to cause harm**

**NB: this list is not exhaustive; nor will all these be present. It is given as an aid to the person completing the risk assessment.**

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| **Area to be used: Indoors**   * Floor surface * Other equipment/obstacles * Shared use (dining room / other activities) | **Area to be used: Outdoors**   * Uneven surfaces * Slopes/steps * Slippery surfaces * Tree roots/branches * Vegetation (prickly, stinging) * Wire / ruined fences * Walls to be climbed * Litter (glass, used needles) * Water (streams, rivers, ponds) * Cliffs / crags * Traffic (including road crossings) * Rail / tram lines * Mineshafts / caves * Military debris | **Equipment:**   * Pencils in hand when running * Pin punches * Cane tops * Tent guys * Electrical equipment – cables * Generators * Cooking equipment |
| **Participants:**   * Clothing / shoes * Existing medical conditions * Unexpected reactions/allergies * Disorientation * Tiredness | **Other people / activities in area:**   * Walking dogs * Cyclists * Horse riders * Forestry operations * Park maintenance * Shooting / archery * Golf * Stranger danger | **Weather:**   * Cold / heat * Rain / snow / hail * Excessive wind * Lightning |

# Participant Pre-read

Simply visit as many controls (numbered circles) as you can. Start and finish at the triangle.

45 minute score event, 20 points per control.  
10 points deducted for each minute or part minute late.

If unsure of what to do or what the symbols mean, see our guide:   
<https://www.herts-orienteering.club/uploads/wiki/DIYO-guide.pdf>

# Run responsibly

You should abide by British Orienteering’s Covid-19 [Code of Conduct](https://bof2.sharepoint.com/:b:/g/Competitions/EfX0-LmKllFDiR_DAzbLLhEB7CdDSNDQvXfky33Tk4U5Zw?e=xRd4NC), particularly social distancing.

Maybe we’re stating the obvious. In essence, there is no reason why this should be different from any other run – or walk, or jog – you do. But sometimes we concentrate too hard on the map, or get carried away with beating the clock. So keep safe:

* Watch out for hazards, especially the ones we specifically mention on the front of the map.  
  Others include trip hazards, impacting hard objects and passers by.
* Pay particular attention to traffic on roads.
* Keep social distance. These are public areas.
* Dress appropriately for the weather & avoid extreme conditions. For our forest courses full leg cover is better.
* Consider how much guidance your child or vulnerable adult needs. We do not recommend street courses for unaccompanied under 16s.

<https://www.herts-orienteering.club>