



Risk Assessment Form

This document outlines a list of hazards that may affect the session at **Corkagh Park, Cycle Track**. This should be read and reviewed and understood by all planning to attend the session along with the Emergency Action Plan which accompanies this document. Any queries or if you would like to add to this document, please contact any of the club contacts listed below.

Venue:		Corkagh Park, Cycle Track		Venue Contact Name & Contact Details:	Cycling Ireland The Clockhouse, National Sports Campus Blanchardstown Dublin 15 D15 PNON (01 8551771)
Address: (Include postcode)		Naas Road, Bedlesshill, Co Dublin (Green Isle Road entrance) (no eircode).			
Group:		Pulse TC Junior Bike / Run Session		Location of first-aider:	On site (All coaches & Tri Leaders are Fist Aiders)
Date:		TBC and information circulated in advance		Location of Defibrillator	N/A
Time:		TBC and information circulated in advance		Location of telephone:	On site (Coach and Tri Leaders)
Participants:	Number:	Approx 30-40 (Exact No's TBC in advance)		Location of toilets:	Within Tymon Park - Approx 0.25km from training area
	Age:	8-17yrs (Exact ages TBC in advance)		Location of changing rooms:	N/A
	Ability:	Juniors. Range of abilities		Location of first-aid kit:	Small first aid kit on site (coach's bag). Larger kit in lead coach's car in car park
Lead coach name:		TBC and information circulated in advance		Stocked and maintained:	Yes
Venue documents read and understood		Normal operating procedures: Yes		Additional notes:	Corkagh Park is owned and maintained by SDCC. Cycle track is owed & maintained by Cycling Ireland.
		Health and safety policy: Yes			
		Emergency action plan (EAP): Yes			
Name of person conducting risk assessment:			Signed:		Date:
Dee Needham					16/10/2019
Fergus Walsh (Reviewed and Updated)					30/11/2021

Risk Assessment Form

Location & Description of Hazard:	People at Risk:	Level of Risk (High/Medium/Low):	Advice Required: (from whom)	Action(s) to Mitigate/ Remove Risk:	Person responsible for resolution:	Residual Risk: After resolution	Dates Reviewed
Car Park – Moving traffic entering, exiting and within the car park.	Athletes Parents Coaches Tri Leaders Marshals Public	Likelihood: M Impact: M-H	No	<ul style="list-style-type: none"> Caution to be exercised while using the car park & while loading / unloading bikes from cars. Parents to accompany athletes and bikes into and from enclosed cycle track and sign in. 	Lead Coach	Likelihood: L Impact: L-M	16/10/19 30/11/21 (FW)
Venue – Weather	Athletes Parents Coaches Tri Leaders Marshals	Likelihood: M Impact: M-H	Yes Lead coach to parents / athletes	<ul style="list-style-type: none"> Lead Coach to check weather forecast in advance of the session and if necessary circulate to parents in advance or call off the session if deemed unsafe to proceed. Lead Coach to assess weather conditions on the day before session start. Coach or Tri Leader to inspect the training area before the start of session. Continually assess weather conditions and ground conditions during the session and discontinue if conditions become unsafe. 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)
Inside gate of enclosed track – In a public place which, although enclosed, is accessible by the general public. Athletes or coaches could cross paths with other park users. (Members of the	Athletes Coaches Tri Leaders Marshals Parents Public	Likelihood: M Impact: L-H	Yes Talk to the parent of any new athlete to ascertain cycling ability/history	<ul style="list-style-type: none"> Bike and helmet check by Assistant Coaches/Tri Leaders. Safety briefing to be delivered by Lead Coach at sign-in. Athletes will be instructed not to mount bicycles until everyone is signed in and session is underway. Instruct athletes to watch out for each other, parents, coaches and marshals and 	Lead Coach	Likelihood: L Impact: L-H	16/10/19 30/11/21 (FW)

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public, dogs off the lead etc.)				<ul style="list-style-type: none"> members of the public Lead Coach to advise any members of the public that the enclosed cycle track is booked and as such is closed to the general public for the duration of the session. 			
<p>Cycle/ Running areas including transition practice area –</p> <p>Cyclists and runners colliding with each other / coaches</p>	<p>Athletes Coaches Tri Leaders Marshals</p>	<p>Likelihood: H</p> <p>Impact: M-H</p>	<p>Yes</p> <p>Lead Coach to advise and instruct athletes during pre-session briefing.</p>	<ul style="list-style-type: none"> Lead Coach (or designated person) to inspect the track before session to ensure it is free from obstacles/debris & the surface is in good condition. Keep all travel areas including transition practice areas free of spectators/parents and bags & gear not needed during the session. Instruct athletes to be extra vigilant and to slow down in transition area and areas shared by cyclists and those running. Transition area will be marshalled and clearly marked with cones dividing the pathways shared by cyclists and runners, so that cyclists and runners each have their own designated area. Athletes will be instructed to listen to and adhere to all instructions from coaches / marshals at all times. Instruct spectators, coaches, tri leaders & marshals to stand off the track & travel areas, on grassy area and not on the tarmac track. 	<p>Lead Coach</p>	<p>Likelihood: L</p> <p>Impact: M</p>	<p>16/10/19</p> <p>30/11/21 (FW)</p>

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Cycling / Running areas – Trips & Falls	Athletes Tri Leaders	Likelihood: M Impact: M-H	No	<ul style="list-style-type: none"> • Lead Coach (or designated person) to inspect the track before session to ensure it is free from obstacles/debris & the surface is in good condition. • Ensure athletes are only travelling at speeds and performing tasks suitable to their abilities. (eg. cornering or gearing etc.) • Instruct athletes to exercise caution and to be aware of others and their surroundings. • Coach/Tri Leader to cycle with athletes around track, giving instructions when necessary. • Coach/Tri Leader to ensure athletes give each other sufficient space particularly on bends and corners. 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)
Transition practice area – Trips and Falls	Athletes Coaches Marshals Parents in area	Likelihood: M Impact: M-H	No	<ul style="list-style-type: none"> • Keep all travel areas including transition practice areas free of spectators/parents, bags & gear not needed during the session. • Bikes to be left on grass and not on tarmac track. • Marshals to ensure that all athletes put on helmets before touching bike. • Athletes to be instructed how to mount bikes safely. • Cones to divide cycle area from run area. 	Lead Coach	Likelihood: L Impact: M-H	16/10/19 30/11/21 (FW)

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Training area – Athlete dehydration, fatigue cramp, illness	Athletes	Likelihood: M Impact: M	Yes Lead Coach to be aware of any pre-existing medical conditions in advance. This information is Available from the child's parent, Club Children's Officer or Club Junior Welfare Officer.	<ul style="list-style-type: none"> • Ensure all athletes bring drinks and are instructed to drink during recovery intervals (or more often if needed). • Lead Coach to have spare bottles of water available. • The age and ability of the athlete will be taken into consideration and sessions planned with appropriate rest and recovery intervals. • Athletes will be closely monitored, and any athlete showing signs of fatigue or dehydration, or complaining of cramp, injury or illness. If present the athlete will be stopped and checked by the paramedic/first aider. • If necessary, medical assistance (within the guidelines of qualification) will be administered. 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)
Inside gate of enclosed track /Meeting Point – Parent late for collecting child or session ends early due to adverse weather or other reason	Athletes Coaches Tri Leaders	Likelihood: M Impact: L	Yes Lead Coach to advise parents in advance.	<ul style="list-style-type: none"> • Parents will be encouraged to stay in training area during session (spectating from a distance). • Ensure lead coach has access to contact number for any parent who is not staying for the duration of the session. (All coaches and Tri Leaders will have contact numbers from the Parents WhatsApp group). • No coach/tri leader to wait alone with child. There must be a second adult present preferably one of the same gender as the athlete. • Child should be instructed to 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)

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				<ul style="list-style-type: none"> put on warm clothing. In cold and/or wet weather, child can sit into coach's car to keep sheltered. Where possible leave car door open and the two accompanying coaches/tri leaders should stand outside but close to the car. (so as to supervise and ensure the safety of the child while in the car). 			
All areas – Missing Child	Athletes	Likelihood: L Impact: H	No	<ul style="list-style-type: none"> All athletes to be signed in, by specifically appointed person, at the start of the session. Parents phone number to be recorded on sign-in sheet. If parent is not going to be in attendance for the duration of the session, this should be recorded with estimated time of return. They should be available to return at short notice. All athletes will be visible to coaches and marshals at all times. This is possible at this venue and marshals should be positioned around the track. Sign-in person to supervise entrance/exit area to cycle track throughout the session to ensure no athlete leaves unaccompanied by their parent. All athletes to be signed out when collected by parent. 	Lead Coach	Likelihood: L Impact: H	16/10/19 30/11/21 (FW)

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Training Area – Insufficient coaches, tri leaders, marshals for the number of athletes	Athletes/ Coaches/ Tri Leaders/ Parents	Likelihood: L Impact: L	Yes Junior Training Rep	<ul style="list-style-type: none"> Prior to the training session taking place, the Training Rep should be aware of the number of athletes intending to participate in the session. They should also ensure that a sufficient number of coaches, tri leaders are available to coach the session safely. If necessary the session should be cancelled if deemed unsafe to proceed. 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)
Training area – Athlete needing to use toilet	Athletes Coaches Tri Leaders	Likelihood: M-H Impact: L	No	<ul style="list-style-type: none"> If the parent of the athlete is in attendance, they can take the athlete to the bathroom which is approx. 0.25km from the cycle track. If the parent is not available, two tri leaders or a tri leader and another parent (one to be of the same gender as the athlete) should accompany the athlete. 	Lead Coach	Likelihood: M-H Impact: L	16/10/19 30/11/21 (FW)
Training area – Emergency evacuation required	Athletes Coaches/ Tri Leaders Parents	Likelihood: L Impact: H	Yes Emergency Services if serious situation arises	<ul style="list-style-type: none"> See Emergency Action Plan (EAP) for detailed instructions 	Lead Coach	Likelihood: L Impact: M	16/10/19 30/11/21 (FW)
Data Breaches (GDPR) – Data on sign-in sheet Photography	Athletes	Likelihood: L Impact: M	Yes Lead Coach to check with Club Children’s Office or Junior Welfare Officer.	<ul style="list-style-type: none"> Sign-in sheets are to remain in the possession of the sign-in person at all times. Athletes and Parents have been requested to sign consent forms in respect of video and photography. In advance of the session the Lead Coach should check with Club Children’s Office or Junior Welfare Officer to ascertain whether any child is 	Lead Coach	Likelihood: L Impact: L	16/10/19 30/11/21 (FW)

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				<p>not permitted to be photographed or videoed.</p> <ul style="list-style-type: none"> • Endeavour to take group photographs and videos rather than of a single child. 			
Training area – Covid 19	Athletes, Coaches, Tri Leaders, Marshals, Parents, Member of the Public	Likelihood: M Impact: L-H	Yes Club Covid Officer, Triathlon Ireland, HSE/ Government	<ul style="list-style-type: none"> • Club Covid Officer and Lead Coach should be up to date on all current guidelines from the Ti, HSE/Government. • The HSE/Government guidelines in place at the time should be adhered to. • Coaches should continue to remind athletes about social distancing. • Equipment, gear and water bottles should not be shared and sanitised whenever possible. • Athletes should have their own hand sanitiser, masks etc. 	Covid Officer & Lead Coach	Likelihood: L Impact: L-M	30/11/21 (FW)

Pulse Junior Triathlon Club Contacts: *(as at 30/11/21)*

Lead Coach: This information is circulated by Junior Training Rep in advance of the session.

Club Children’s Officers: Emma McGrane 087 2496706 & Fergus Walsh 086 2660260

Club Designated Liaison Person: Fergus Walsh 086 2660260 & Liz O’Connor 086 3165006

Club Junior Covid Officer: Mick Brett 087 2225288

Club Chairperson: Jennifer Shorten 083 1051501

Club Junior Training Rep: Mick Brett 087 2225288

Club Website: www.pulsetri.com

Corkagh Park, Cycle Track

