



RISK ASSESSMENT FORM

PLEASE NOTE: Only typed versions are now accepted, please do not submit hand written documents.

EVENT NAME: Jekyll & Hyde Park Duathlon

EVENT DATE: 30 October 2016

No. of day memberships required:

The codes and symbols required for completing the risk assessment can be found at the end of this document

Risk assessment conducted by:	Alex Elferink		
Date of original risk assessment:	5 th October 2013	Date of last review:	15 th August 2016

Event:	Jekyll & Hyde Park Duathlon		Date:	30/10/16			
Venue:	Hyde Park, London		Post Code:				
Start Area Location:	Opposite Bandstand, Serpentine Road		Finish Area Location:	Opposite Bandstand, Serpentine Road			
Style:	Triathlon	Duathlon	x	Adventure	Other		
Swim	OW	Pool		Distance	Lake/Sea		
Cycle Distance	21.1km	Run Distance (1)	4.1 km	Run Distance (2)	7.6km		
Detail Other Non-Standard Race Stage/Distances							
Promoting Club/Organisation:	Serpentine RC						
Organiser/Promoter:	Daisy Gladstone						
Mobile Telephone Number:	7855799864						
Home Telephone Number:							
Email Address:	races@serpentine.org.uk						
Race Website:	duathlon@serpentine.org.uk						
Organiser's Address:							
	Town			Post Code			
Race Timings:	Start	8.00am		Finish	10.30am		
Local Authority:	Royal Parks			Approval received:	yes		
Police Authority:	n/a			Approval received:			
Safety Officer:	tbc						
Safety Officer Email Address:							
Route/Circuit/Venue Name:	Hyde Park, London						
Senior Official on the Day:	tbc						
Est. No of Participants	175						

NB: if you have motorcycle officials booked for the event please also complete the NEG Motorcycle Registration form which is available from the event organiser's website.

The Medical provisions will be trained to the required standard. All marshals will be trained and briefed.

Signed :	(Event organiser/promoter)
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RISK ASSESSMENT - CYCLE STAGE

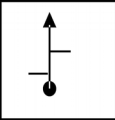
Due to the road for the cycle stage being closed, there is a possibility that accidents may occur due to the rider of participant error, and such incident may result in serious personal injury but are less likely.

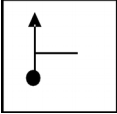
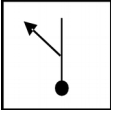
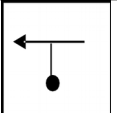
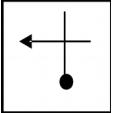
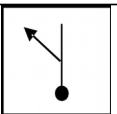
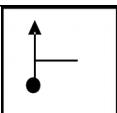
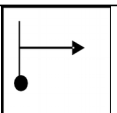
Course ID		Cycle Route		A	B	C	D
Whole event codes (1 - 8)				Risk level H/M/ L	Persons at risk A - H	Measure to reduce risk 9 to 30	Additional measure to reduce risk to LOW NAME & ROLE
ID No	Mile/ K from start	Detail Hazard					
		Symbol	Description				
1	60m from exit of transition		Athletes must cross cycle super highway	M	A, B, H cycle superhighway users	9, 16, 17	Bikes to be pushed across CSH. 4 x marshals on each side Extra warning to athletes
2	Start of cycle 0m		Cyclists mounting and joining cycle route	L	A, B	9, 21	Cones to help competitors to enter the flow of cyclists already on the course
3	0m		Turning Point, (180 degree turn)	M	A, B	9, 24	4 x marshals to direct pedestrians to be outside the cycle course
4	60, 70m, 90m and 200m on left		Entrances to park from Tube Station / Knightsbridge A4	M	A, B	9, 16, 17	2 x marshals at each entrance 8 in total
5	390m		Pedestrian Crossing Albert Gate	L	A, B	9, 16, 17	4 x marshals on each side of the road
6	640m		Pedestrian Crossing	M	A, B	9, 16, 17	4 x marshals on each side of the road
7	690m		Park Close pedestrian crossing	M	A, B	9, 16, 17	4 x marshals on each side of the road
8	720m		Pedestrian Crossing	M	A, B	9, 16, 17	4 x marshals on each side of the road
9	850m and 1030m		Exit of Household	L	A, B	9, 16, 17	2 x marshals at each entrance

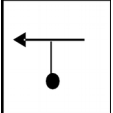
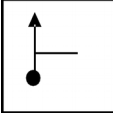
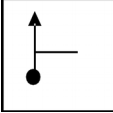
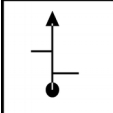
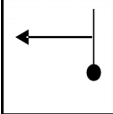
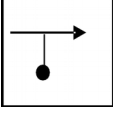
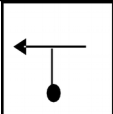
			Cavalry				(cyclist has to complete the cycle before the horse exit the grounds at 09:30am)
10	1080m		Pedestrian Crossing	L	A, B	9, 16, 17	4 x marshals on each side of the road
11	1175m		Turning Point, (180 degree turn)	M	A, B	9, 24	4x marshals to direct pedestrians to be outside the cycle course

RISK ASSESSMENT - RUN STAGE

Due to the interaction/mixing of members of the public and sporting events in the park, there is a possibility that accidents may occur due to the member of the public/rider of participant error, and such incident may result in less serious personal injury.



Course ID		Run Route		A	B	C	D
Whole event codes (1 - 8)				Risk level	Persons at risk	Measure to reduce risk	Additional measure to reduce risk to LOW
ID No	Mile/ K from start	Detail Hazard		H/M/L	A - H	9 to 30	NAME & ROLE
		Symbol	Description				
1	start		Pedestrians	L	A, B		4 x Marshals to be positioned along the first few 100m
2	235m		Pedestrians coming out of side paths. Go straight	L	A, B	23	4 x Marshals to warn pedestrians of event & warn competitors & guide them straight on "Caution Runners" signs
3	265m	Cafe	Straight pass cafe	M	A, B		1 x marshal to warn pedestrians & runners; not very busy before 9am; "Caution Runners" signs
4	500m	Boathouse /	Straight	L	A, B		very busy before

		shop	pass shop & boathouse				9am/10am
5	620m		Runners straight pass on pavement	L	A, B		Junction is on other side of Serpentine Road
6	955m		Stay left next to the Serpentine	L	A, B		2 x Marshals to guide into the right direction & warn competitors of hazards
7	1140m	bridge	Go straight under bridge	L	A,B		1 x marshal on each side to warn pedestrians & runners; it can be slippery & wet
8	1740m		Turn left	L/M	A, B		2 x Marshals to guide into the right direction & warn competitors of hazards; warn pedestrians of event; "Caution Runners" signs
9	1785m		Turn left	L/M	A, B		2 x Marshals to guide into the right direction & warn competitors of hazards; warn pedestrians of event
10	2373m		Stay left next to the Serpentine	M	A, B		1 x marshal to warn pedestrians & runners
11	2460m	bridge	Go straight under bridge	L	A,B		1 x marshal on each side to warn pedestrians & runners; it can be slippery & wet
12	2575m		A path joins the route from the right	M	A, B		2 x Marshals to warn pedestrians & runners (esp on 2 nd run)
13	2665m		Turn right before cafe, slight uphill	M	A, B		2 x Marshals to warn pedestrians & runners (esp on 2 nd run)

14	2740m		Entrance/ exit for deliveries to the cafe	M	A, B		Lease with cafe to see when deliveries are 1 x marshal to warn runners of possible truck
15	2785m		Turn left onto shared path with cycle lane	M	A, B		2 x Marshals to guide into the right direction & warn competitors of hazards; warn pedestrians of event; "Caution Runners" signs
16	2900m		Go straight pass exit onto horse trail	L	A, B		1 x Marshals to warn pedestrians using the exit
17	3270m		Go straight pass exit onto horse trail	L	A, B		1 x Marshals to warn pedestrians using the exit
18	3402m		Go straight	M	A, B		3 x Marshals
19	3521m		Turn left at Dell	M	A, B		2 x Marshals to guide runners & warn them of hazards
20	3690m		On top of hill turn right to transition / finish (start)	M	A, B		Near cafe, see ID No 2
21	3690m		On top of hill turn left to start 2 nd lap on 2 nd run	M	A, B		Near cafe, see ID No 2
22							

RISK ASSESSMENT - TRANSITION

Course ID:	Transition	A	B	C	D
Whole event codes (1 - 8)				Measure	

ID No	Transition Point	Detail Hazard		Risk level H/M/ L	Persons at risk A - H	to reduce risk 9 to 30	Additional measure to reduce risk to LOW NAME & ROLE
1			Enter transition	L	A	11	2 x marshals
2			Exit transition	L	A	11	2 x marshals
3			Mount/ dismount line	M	A, B		2 x Marshals between exit & mount line; 2x Marshals at mount line to check that helmets are worn by cyclists
4							

To be used in case of any additional risk that is identified before event.

Course ID:				A	B	C	D
Whole event codes (1 - 8)				Risk level H/M/ L	Persons at risk A - H	Measure to reduce risk 9 to 30	Additional measure to reduce risk to LOW NAME & ROLE
ID No	Race Aspect	Detail Hazard					
1							

If you have any queries or need assistance in completing your risk assessment please do not hesitate to contact the events team on 01509 226161 or events@britishtriathlon.org


Please return all completed Risk Assessments to events@britishtriathlon.org

Guidance notes for completing a Risk Assessment

- HAZARD** means the potential to cause harm
- RISK** means the degree of likelihood that a hazard will cause harm
- PERSONS AT RISK** who may be affected by the risk
- RISK** therefore reflects both the likelihood that harm will occur and its severity
- RISK ASSESSMENT** is controlling the level of risk; might be summarised as follows

LOOK....EVALUATE....ACT....REVIEW

Example

Whole event codes (1-8) 1,2,3,4,5,6				A	B	C
ID No.	Miles/Kms from Start location	Details of Hazard		Risk rating level	Persons at risk from hazard	Additional measures to reduce risk to LOW
1	2.3		Straight on at cross roads	M	A	11,23

Generic Risk Assessment Codes

Column B		Column C	
Hazard Risk Rating Level	Persons At Risk	Measures to Reduce Risk to Low. (Items 1-8 to be included in ALL events, and the whole course)	
<p>H = HIGH</p> <p>M = MEDIUM</p> <p>L = LOW</p>	<p>A - Competitors</p> <p>B - Spectators</p> <p>C - Organisers/ marshals</p> <p>D - On-coming traffic</p> <p>E - Passing traffic</p> <p>F - Crossing from right</p> <p>G - Crossing from left</p> <p>H - Others: specify</p>	<p>Code No.</p> <p>1 Code of Practice advanced signing on approach to course</p> <p>2 Code of Practice safety signs every mile</p> <p>3 Safety briefing to all competitors</p> <p>4 Safety briefing to all marshals</p> <p>5 Compliance with traffic law by Competitors/Officials/Marshals</p> <p>6 All marshals to wear Hi-Vis clothing</p> <p>7 Advanced liaison with interested parties</p> <p>8 Event vehicles to be identifiable</p> <p>9 Road closure</p> <p>10 Additional approach signs</p> <p>11 Junction to be marshalled by : _____Number of marshals</p> <p>12 Traffic signals to be manually controlled</p> <p>13 Traffic signals to be marshalled</p> <p>14 Motorcycle Police escort</p> <p>15 Motorcycle safety marshal</p> <p>16 Pedestrian crossings to be marshalled</p> <p>17 Marshals to have method of communication</p> <p>18 Officials to be identifiable</p> <p>19 Not open during event</p> <p>20 Establish time of other events and review</p> <p>21 Protective barriers in front of spectators</p> <p>22 Physical protection (e.g. straw bales)</p> <p>23 Signposted for competitors</p> <p>24 Protected by traffic coning</p>	

		25	Protect access/egress for emergency vehicles
		26	Uniformed Police/ Traffic Warden
		27	Marshal with authority to stop traffic (when legislation allows)
		28	Specify

Directional symbols

