

Heath Massive Run Club - Running (Road and Trail) Risk Assessment – January 2025

This document is primarily based on the recommendations of UK Athletics and Welsh Athletics. Information has also been obtained from risk assessments undertaken by other running clubs. The Risk Assessment has been agreed by the Committee after consulting with the Leaders in Running Fitness (LiRFs). Prior to each session the LiRF(s) must undertake a dynamic risk assessment to ensure appropriate actions have been taken to ensure, as far as is reasonably practicable the safety of runners.

Venue / location / name of the facility	Club sessions from Heath Park and various locations in and around Cardiff
Name of person conducting Risk Assessment (eg. coach/leader):	Melanie Westlake, Female Welfare Officer and LiRF
Date Risk Assessment was agreed by Committee:	3 January 2025
Date of Review:	December 2025

The following standards will be maintained except where specified otherwise within the risk assessment:

- The maximum number of runners per leader is 12.
- For a run to take place there must be a minimum of 3 participants, including the leader.

Note: Whilst every effort will be made to provide sufficient notice of cancellations a leader reserves the right to cancel or cut short a run at any time.

What are the activities/hazards?	Who might be harmed and how?	Current actions/controls	Risk Rating	What further action can be taken to control this risk?	Resultant Risk Rating	Action by whom	Target Date	Complete
Weather:								
Inclement weather – making it too hot/wet/windy or slippery to run	Participants and leaders	Leaders to plan routes to avoid hazards which may increase due to weather conditions e.g. pavements known to be more slippery when wet, off road paths which are susceptible	Medium	- Ensure all leaders familiar with the controls/actions. - Ensure all runners are aware of controls/actions via Newsletter and Safety	Low	Leaders/ Social Media Lead	6 November 2024	Complete - Risk Assessment, including control measures shared with all Leaders. Safety Guidelines shared with all

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		to being muddy during wet weather. • Leaders to monitor weather conditions using the Met Office App/website and where necessary cancel runs, giving runners sufficient notice wherever possible. • Particular attention should be paid to yellow, amber and red warnings issued by the Met Office (see guidance regarding each type of weather warning) • Sessions will be cancelled where a red warning has been issued. • Wherever possible sessions should be cancelled before: - 16:00 – Tuesday runs - 22:00 on the day before – Thursday and Sunday Runs Note: Whilst every effort will be made to cancel runs in advance where there is a concern		Guidelines for Group Sessions. • At the beginning of each season remind runners of the actions to be taken that may be more relevant e.g. autumn/winter – snow and ice, spring/summer – heat.				Members – 11 November 2024 Calendar reminder set March, June, September to remind runners at the beginning of each season

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		immediately prior or during a run the leader may cancel the run or cut the distance short. - Where there is more than one distance the Leader who has planned the longer run will be responsible for monitoring the weather and making the decision for all planned runs. - If a run is cancelled this will be communicated via Spond and the WhatsApp groups. - Leaders to include relevant information in safety briefing at the beginning of each session.						
Actions specific to different weather conditions:								
Snow and ice - may slip and fall	Leaders and runners	- As above <i>Due to the increased risk on dark mornings Thursday morning runs will be cancelled where the temperature is forecast to be 3°C or below.</i> - Advise runners to wear plenty of layers.	Medium	See above		Leaders/ Social Media Lead	30 June 2024	Complete – As above

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Heat - may become ill with heat stroke	Leaders and runners	- As above - Leaders to choose shady routes where possible. - Advise runners to wear appropriate clothing. - Advise runners to run at a comfortable pace and slow down to take account of heat. - Advise runners to carry water.	Medium	See above	Low	Leaders/ Social Media Lead	30 June 2024	Complete – As above
Strong winds – risk of falling debris and increase in likelihood of trip hazards	Leaders and runners	- As above - Leaders to choose routes that are less likely to have trees and other falling debris.	Medium	See above	Low	Leaders/ Social Media Lead	30 June 2024	Complete – As above
Other hazards/risks:								
Running near to roads and pavements - Risk of collision with cars/ bicycles	Leaders and runners	- Runners to wear high viz clothing. - Safety briefing at the beginning of run to remind runners of the actions they need to take to protect their safety and that of others. - Where possible run towards oncoming traffic to allow for runners to take avoiding action if necessary. - Remind runners of the need to run together	Low	Remind runners of required precautions Leaders to report hazards via http://fixmystreet.com to ensure Cardiff Council are made aware.	Low	Leaders/ Social Media Lead	30 June 2024	Complete - Risk Assess-ment, including control measures shared with all Leaders. Safety Guidelines shared with all Members – 11 November 2024
Risk to pedestrians due to congestion on the pavement caused by runners	Other road and pavement users							
Trip hazards caused by poor condition of pavements and roads								

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		and/or loop at appropriate points in the run. - Advise runners to cross roads at designated zebra and pedestrian crossings where possible. - Advise runners to cross as a group to avoid confusion to road users and pedestrians. - Ensure runners do not run in cycle lanes. - Ensure pedestrians are given sufficient space, alerting them when running up behind them. - Runners to stop and walk when passing others if necessary.						
Darkness - may be an increased risk of falling/tripping Cars and other pedestrians may not be able to see runners leading to increase in collisions	Leaders and runners	- As above. - Leaders to choose well-lit routes. - Runners to wear head or body torches.	Low	Remind runners of the required precautions in September /October each year.	Low	Leaders/ Social Media Lead	30 June 2024	Complete - Risk Assessment, including control measures shared with all Leaders. Safety Guidelines shared with all Members – 11 November 2024 Calendar reminder set for September to remind runners of additional risks

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Dogs – runners could be scratched or bitten	Leader and runners	- Advise runners to slow down or stop when passing dogs. - Ask owners to call their dogs where they do not appear to be under their control	Low		Low			Complete - Risk Assess-ment, including control measures shared with all Leaders. Safety Guidelines shared with all Members – 11 November 2024
Runners getting lost leading to a potential risk to their personal safety	Runners	- Leaders to share route via Spond in advance of the session. - Runners responsible for familiarizing themselves with the route prior to the session. - Safety briefing at the start of the session to highlight key points where it will be necessary to ensure the group is together. - Runners to be advised to loop back at appropriate intervals, e.g. at road junctions, where it is not possible to see the remainder of the group. - Where there are two run leaders ensure they are situated at	Low		Low			As above

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		the front/middle and back of the group						
Inappropriate running kit/equipment leading to increased risk of fatigue/cold and injury	Runners	- Leaders to undertake a visual check at each session. - Leaders to encourage participants to wear the appropriate clothing whilst being sensitive to any religious or cultural requirements. - Runners signposted to information and local outlets where gait analysis etc. can be undertaken.	Low	- Message generated when members join the club advising of the need to ensure they wear appropriate clothing. - Where runners suffer injuries remind them of the need to review their running kit to ensure it is not contributing to or exacerbating the injury.	Low	Leaders/ Social Media Lead/ Welfare Officers	30 June 2024	Complete - Risk Assessment, including control measures shared with all Leaders. Safety Guidelines shared with all Members – 11 November 2024 Calendar reminder set for September to remind runners of additional risks
Accidents, injuries and leader or runners becoming unwell during a session	Leaders and runners	- All members complete new health information on joining and when renewing membership. - Leaders have access to runners medical conditions and emergency contacts prior to starting a session. - Leaders ask runners at the start of each session whether they have any injuries they should know about.		- Leaders advised when new runners join the club if they have a health conditions they should be aware of. - Remind runners of the need to ensure they remain hydrated and have taken on sufficient nutrition prior to running. - Remind runners and leaders to ensure they do not attend runs if they are feeling unwell or injured.		Committee/ Leaders/ Social Media Lead	30 June 2024	Risk Assess-ment, including control measures shared with all Leaders. Safety Guidelines shared with all Members – 11 November 2024 Confirmed all leaders completed mandatory first aid modules Arrangements for recording incidents

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		- Leaders alert to welfare of runners before and during runs. - Sessions planned taking account of ability of runners. - Runners requested to ensure they are able to run 5k prior to joining the club (unless participating in C25K programme). - All new runners asked to run the 5k distance to allow leaders to assess their ability. - Appropriate warm up and cool down activity at the beginning and end of sessions. - Leaders have appropriate first aid awareness training. - Where possible runners asked to self-administer first aid. - Leaders to carry mobile phone and first aid kit in case of emergencies. - Where required the emergency services will be alerted.		- Ensure all leaders have completed the mandatory first aid modules. - Ensure all incidents recorded using incident/accident report form.				via https://health-and-safety.myathletics.uk/ Confirmed and communicated to all LIRFs Member safety and relevant health information provided to LIRFs.

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		- The leader(s) will make an assessment as to whether the affected person is able to safely return to the start point. - No runner or leader who is unwell or injured will be left on their own. The leader(s) in charge of the run will determine the action to be taken to ensure the safety of the individual concerned and the remainder of the group.						
Trail running – In addition to above risks/hazards there is the potential for an increased risk of injury due to uneven terrain Greater risk of runners getting lost if they become detached from the group	Runners	- See above - If leader is of the view there should be a higher ratio of leaders to runners, they will request this. - Where the terrain is likely to be muddy/slippery runners will be advised to wear trail shoes. - Runners told to remain together at all times. - If a member does get ahead of the group they will be advised to	Low		Low	Committee/ Leaders	31 December 2024	Complete – Safety Guidance issued and runners to be advised of additional precautions when trail runs are organised.

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		stop to allow others to catch up. To allow for all abilities distance to be between 8-10k.						

Key:

Risk level: (L) Low; (M) Medium; (H) High

		Severity		
		Slight L	Medium M	Major H
Likelihood	Seldom L	L	L	M
	Occasionally M	L	M	H
	Frequently H	M	H	H

Risk level	Action and Timescale
Trivial	No action is required to deal with trivial risks, and no documentary records need be kept (insignificant risk).
Acceptable	No further preventative action is necessary, but consideration should be given to cost-effective improvements. Monitoring is required to ensure, so far as reasonably practicable, that the controls are maintained.
Moderate	Efforts should be made to reduce the risk, but the costs of prevention should be carefully considered. Risk reduction measures should normally be implemented as soon as is practicable.
Substantial	Activity should not be started until the risk has been reduced. Significant resources may have to be allocated to reduce the risk. Where the risk involves work in progress, the problem should be remedied as quickly as possible.
Intolerable	Activity should not be started or continued until the risk level has been reduced. While the control measures should be cost-effective, the legal duty to reduce the risk so far as reasonably practicable is absolute.

