



## Risk Assessment & Risk Management Record

LEA risk assessment / guidance used.  
LEA Educational Visits Handbook consulted.

School risk assessment / guidance used.

Travelling by coach / minibus checklist used  
Procedures for Educational Visits ( Staff hand book D13 )

### **Communication**

A chain of command established for the team. This is for travelling and then at the event. This will be notified to pupils at the event by a meeting. Pupils need to have mobiles to contact the chain and to establish contact.

### **Travelling to site**

Generic guidance

### **Pupils not directly supervised on site**

Advice given about race tracks and prohibited areas.  
Advice given about suitable clothing (for hot or cold / wet weather)  
Regular meeting times to re- register. Mobiles used to communicate.

## **For Competing Team**

### **Mechanical failure of racing vehicle**

Racer built to UK gravity racing specification. (This is listed on the [www.formulagravity.co.uk](http://www.formulagravity.co.uk) website and has been agreed by most of the good UK event organisers) This ensures that health and safety is built into the design.

The vehicle must be built to industrial standards and checked by a competent person during the build at the school / college. This would be the teacher or lecturer in charge. An independent check could be arranged if there was any doubt.

The vehicle must be presented to the event scrutineers who will be suitably qualified / competent. The vehicle must pass this scrutiny and be certified as passed.

Any problems occurring with the vehicle must be reported to the event organisers.

### **Event organisation**

Events attended to be approved by the UK Gravity Sports Association.  
[www.ukgsa.org](http://www.ukgsa.org) contact Ian Round.

### **Racers hitting objects on the course**

The course must be safe for purpose and all dangerous objects ( trees etc. ) must be protected. ( straw bales etc. )

The course must be cordoned off from the spectators.

### **Injury to driver**

Vehicle designed and checked for safety by scrutineers.

Driver strapped in with 4 point seat belt.

Drivers Personal Protective Equipment to include Standard full face motorcycle helmet. Sturdy overalls. Gloves. Sturdy shoes. To be checked by scrutineers and signed off.

First aid / ambulance on site.

### **Spectators being hit by vehicles** (to include members of the school / college trip)

Spectators must be cordoned off and in a safe area.

### **Track defects**

Drivers must walk the track before racing.

### **Unforeseen occurrences on the track**

Event must have competent Marshals. Pupils to know racing flag signals.

### **High speed accidents**

Top speed for pupils under 16 to be limited to about 30 mph.  
( Limited by track design)

### **Racers colliding with each other**

Racers to run one at a time.

### **Pupils medically unsuited to be involved**

Parents asked to report any relevant medication or condition of pupil.

### **Sudden Inclement weather**

Pupils to obey event organiser's instructions and to contact school / college trip organisers.