



Orienteering Risk Assessments - a Quantock Orienteers guide

According to British Orienteering rules, every orienteering event must have a written risk assessment.

It is the Organiser's duty to prepare the risk assessment.

The Controller must check and sign the risk assessment. So if the Controller is not happy with the arrangements then changes have to be made before the risk assessment can be signed off.

It is recommended that Organisers use the latest standard British Orienteering risk assessment form, which can be downloaded [here](#). It is much better than previous versions. Examples of filled in risk assessment forms can be found on the following pages.

Why is risk assessment required?

- Risk assessment is a normal part of most sports.
- Risk assessment is a process that should result in reducing safety risks down to a reasonable level, for example by:
 - avoiding unnecessary exposure to danger
 - by prompting actions which will reduce the risk
- It is not possible to eliminate all risk, so accidents may still happen. Written risk assessments are highly likely to be referred to in the event of any claim or inquiry. A written risk assessment will be very important in defending the club and its officials.

Particular issues:

1. Traffic:

This is usually the biggest risk.

It is a very bad idea for junior courses (i.e. white, yellow and probably orange) to cross traffic. Adult courses should be ok, providing the crossing point is in a reasonably safe place to cross. Additional controls are often placed near road crossings to force competitors to cross in a safe place

Therefore, ask the planner:

- Do courses cross roads?
- Do courses cross the parking area or the access road?
- If the answer to either the above is yes, then find out exactly where.

Safety can be enhanced by a road crossing marshal. But note the marshal can only act as a look-out for runners, they have no authority to try to control traffic on a public road.

If you are not happy with the arrangements, make the planner change the course designs.

2. First aid:

Ideally we would have a qualified first aider on hand at all times, but with limited people available this is rarely possible. Refer to the [QO first aid policy](#).

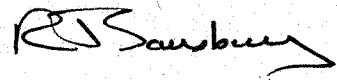


3. Weather:

Extreme weather can be a danger, particularly in mid-winter. Occasionally event organisers require competitors to wear or carry waterproof cagoules, but that is only common on long distance events.

However, the biggest danger from the weather may be the effect on road safety for people driving to the event. Consider cancellation if the roads are not safe.

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.

Name of Club / satellite club name / after school club		Quantock Orienteers	
Name of person completing this form	Richard Sansbury	Position of person completing this form (coach, organiser etc)	Organiser
Venue for session / event / activity	Ramscombe	Date for session / event / activity	12th December 2010
Name of person in charge of session / event / activity		Richard Sansbury	
Risk assessment signed		Risk assessment dated	1st December 2010
Risk assessment checked by (name, position and date)	Print name & position (coach mentor, controller etc): 		
	Sign and date:  12/12/10		

Emergency Information

Emergency access point (for emergency vehicles)	Post code / grid reference: ST 165 378	Place from which signed: ST 165 378
Nearest A&E hospital:	Name and Post code: Musgrove Park Taunton TA1 5DA or Bridgwater Hospital TA6 5AH	Map available (where): First aid kit
Working telephone:	Landline or mobile: If mobile (reception checked?) No mobile reception from venue, need to go to road for reception	Number: Richard Sansbury 07790 511732
First Aid cover	Name of first aider: Richard Sansbury	Located where? Registration

The Risk Assessment

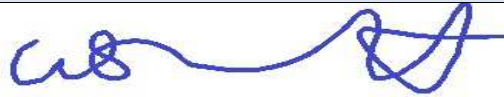

It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.

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.

Hazard – note under these headings (see suggested examples to consider)	Possible outcome / injury including note on severity and likelihood of occurrence	Mitigation <ul style="list-style-type: none"> • What control measure? • Who is responsible?
In area to be used (indoor / outdoor): Steep slopes, crags, roots & branches etc	Slight probability of minor injury Low probability of major injury	First aid kit available at reception First aider available at reception for at least part of time
Participants Possible existing medical conditions (not known)	Low probability of major illness	First aider available at reception for at least part of time
Other people/activities in area Walkers, mountain bikers and horse riders use area	Unlikely to have incident as walkers or horse riders as these generally stay on wider tracks with plenty of room and visibility Low probability of accident with mountain bikes on some smaller tracks	None Only longer adult courses cross the smaller tracks used by mountain bikers
Weather Likely to be cold, possibly icy	Low probability of hypothermia since sheltered by forest Low probability of road accident on minor approach roads if icy	Foil "blizzard" bags in first aid kit available at reception Will cancel event if approach roads not reasonably safe for driving
Equipment Stakes	Low probability of minor injury	First aid kit available at reception

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.

Name of Club / satellite club name / after school club		<i>Quantocks Orienteering Club</i>	
Name of person completing this form	<i>Will Kromhout</i>	Position of person completing this form (coach, organiser etc)	<i>Organiser/Planner</i>
Venue for session / event / activity	<i>Wind Down & Broomfield Hill</i>	Date for session / event / activity	<i>04/12/10</i>
Name of person in charge of session / event / activity		<i>Will Kromhout</i>	
Risk assessment signed		Risk assessment dated	<i>02/12/10</i>
Risk assessment checked by (name, position and date)	Print name & position (coach mentor, controller etc):	<i>Richard Sansbury Controller</i>	
	Sign and date:		<i>03/12/10</i>

Emergency Information

Emergency access point (for emergency vehicles)	Post code / grid reference: <i>ST 221 342</i>	Place from which signed: <i>ST 221 342</i>
Nearest A&E hospital:	Name and Post code: <i>Musgrove Park, Taunton TA1 5DA or Bridgwater Hospital TA6 5AH</i>	Map available (where): <i>First aid kit</i>
Working telephone:	Landline or mobile: If mobile (reception checked?) <i>Mobile reception from venue</i>	Number: <i>Richard Sansbury 07790 511732</i>
First Aid cover	Name of first aider: <i>Richard Sansbury</i>	Located where? <i>Registration</i>

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.

Hazard – note under these headings (see suggested examples to consider)	Possible outcome / injury including note on severity and likelihood of occurrence	Mitigation <ul style="list-style-type: none"> • What control measure? • Who is responsible?
In area to be used (indoor / outdoor): <i>Steep slopes, crags ,streams, roots & branches etc</i> <i>Minor Road Crossing</i>	<i>Slight probability of minor injury</i> <i>Low probability of major injury</i> <i>Very Low Probability of Road Traffic accident</i>	<i>First aid kit and first aider available at registration</i> <i>Competitors to wear lights to be visible. Runners Crossing signs erected</i>
Participants <i>Not known</i>	<i>Low probability of major illness</i>	<i>First aider available</i>
Other people/activities in area <i>None</i>	<i>N/A</i>	<i>N/A</i>
Weather <i>Bad weather</i>	<i>Wet competitors if raining</i> <i>Slight probability of minor injury if snowing</i>	<i>Waterproofs mandatory if very wet weather</i> <i>Event cancelation if snow deemed too dangerous</i>
Equipment <i>Stakes</i>	<i>Low probability of minor injury</i>	<i>First aid available at registration</i>