

BP10 2020 Medical Risk Assessment

This template is based on the current advice of the Health & Safety Executive as published in their guidance notes 'Five Steps to Risk Assessment INDG 163'. A digital copy can be found on their website at: <http://www.hse.gov.uk/pubns/indg163.pdf>

- Step 1 Identify the hazards
- Step 2 Decide who might be harmed and how/where
- Step 3 Evaluate the risks and decide on precautions
- Step 4 Record your findings and implement them
- Step 5 Review your assessment and update if necessary

MEDICAL RISK ASSESSMENT BP10								
					SAFETY PLAN			
					4. How will you put the assessment into action Remember to prioritise. Deal with those hazards that are high-risk and have serious consequences first			
1. What are the hazards	Risk Rating H/M/L	2. Who might be harmed & how	3a. What are you already doing (i.e. pre-event controls)	3b. What further action is required (event day controls)	Resultant Risk Rating M/L	Action by Who	Action by when	Date completed
Athletes: 1. Coming into contact with vehicles	H	1. Athlete / Motorist Knocked over Contact with vehicle	1. Keep runners 'off road' until the last minute. 1.1. Instructing athletes to keep left and run in single file. 1.2. Segregate finish area from traffic (create a funnel)	1. Brief athletes at the start. 1.1. Put out advisory signs on the course. 1.2. Instruct Marshals to tell runners to keep left.	M	JS/RT	Pre Event and On the day	
2. Collapsing during the event	H	2. Athletes and Spectators	2. Bring to athletes attention in pre-race	2. Instruct Marshals to administer care and	M	RT/JS/ St John	Pre Event and On the day	

BP10 2020 Medical Risk Assessment

			material that they should not race if they are feeling unwell or have a known medical condition and should hydrate well during the race	control and call for Medical response 2.1 Drink stations at 6k, 8K and at the finish (extra drink station at 2.5 K if over 25 degrees		Ambulance		
3. Collapsing with known medical condition	H	3. Athletes	3. Bring to athletes attention in pre-race material that they should inform the Race Director of any known medical condition and write it on the back of the race number.	3. Section on the entry form and pre-race material that they should inform the Race director plus rear of race number 3.1 Instruct Marshals to administer care and control and call for Medical response	M	RT/Race Director/ St John Ambulance	Pre Event and On the day	
4. Coming into contact with Street Furniture and Road Calming	M	4. Athletes and Spectators. Trips and Falls, cuts and bruising	4. Bring to athletes attention in pre-race material.	4. Signing areas and obstacles and using Marshals to stand in front of street furniture/ wrap sharp objects and posts with carpet.	L	RT/JS	Pre Event and On the day	
5. Blisters & Strains	M	5. Athletes	5. Bring to athletes attention in pre-race material.	5. Instruct Marshals to administer care and control and call for Medical response	L	St John Ambulance /Marshals	Pre Event and On the day	
6. Adverse weather – unseasonably	M	6. Competitors, volunteers & spectators	6. Sensible start time for event. Monitor weather reports.	6. Provide additional drinking water, shade for first aid posts & ice for	L	Race Director/ Marshals	On implementation of adverse	

hot/humid			Implement adverse weather plan.	treatment area/s. Experienced marshals in finish area. Co-ordination of activities to be agreed in advance with medical team			hot weather plan	
7. Adverse weather – unseasonably hot/humid (2)	M	7. Competitors, volunteers & spectators	7. Chose sensible date & start time for event. Monitor weather reports. Implement adverse weather plan. Consider changing start time, race distance or cancelling race	7. Provide foil blankets, shelter & hot drinks to finishers, first aid posts & treatment area/s. Experienced marshals to be provided in finish area. Co-ordination of activities to be agreed in advance with medical team	L	RT/JS	On implementation of adverse hot weather plan	
8. Use public address system and megaphone to communicate race day instructions to competitors	M	8. Competitors, volunteers & spectators		8. Pre-race briefing to commentator on race day public announcements. Ensure sound levels do not interfere with marshals & medical team in finish area. Discourage sprint finishes	L	Race Director/ Marshals/ Public Address Announce	On implementation of adverse hot weather plan	
9. Assessment of appropriate medical cover	H	9. Competitors, volunteers & spectators	9. Provide first aid and medical services in accordance with UKA Good Practice Guide to Medical Services		M	RT/JS	Pre Event and On the day	Complete

BP10 2020 Medical Risk Assessment

10. Qualified First Aiders	H	10. Competitors, volunteers & spectators	10. St John Ambulance and other trained volunteers, i.e. Explorers, on route	10. The provision of supplemental first aid by qualified event team volunteers is covered by UKA	M	St John Ambulance	Pre Event and On the day	Complete
11. Confirm A&E to receive casualties. 11.1 Confirm ambulance service to attend and evacuate critical casualties at event on 999 call.	H	11. Competitors, volunteers & spectators	11. Watford General informed. 11.1 Inform local authority Safety Advisory Group.	11. All marshals and officials informed, including St John Ambulance 11.1 All marshals and officials informed of procedures, St John Ambulance		RT/JS	not req. as under 500 runners UKA athletics	
12. Check reliability of mobile phone network coverage & radio reception on course & start/finish.	H	12. Competitors, volunteers & spectators	12. Mobile network checked. Supplemented with event walkie talkie radio communications to St John Ambulance	12. All marshals and officials informed of procedures, including St John Ambulance		RT/JS	Pre Event and On the day	
13. Confirm procedures in place to ensure first aid in place before race start	H	13. Competitors, volunteers & spectators	13. Reporting procedure for race day. Contact phone numbers exchanged in event of problems			JS	Pre Event and On the day	

BP10 2020 Medical Risk Assessment

14. Confirm arrangements in place for medical team to access and extract casualties from any sections of the course	H	14. Competitors, volunteers & spectators	14. Provide mobile ambulance unit and marshals at strategic points	14. Remove cones around Memorial Hall as required 14.1 Supply assistance for Stoney Lane and footpath to Hempstead Road as required 14.2 All other areas accessible		RT/JS	Pre Event and On the day	
15. Ensure effective reporting of casualties by marshals etc.	H	15, Competitors, volunteers & spectators	15, Ensure sufficient marshals are deployed to provide prompt identification of casualties and first aid access.	15. Casualty reporting follows UKA guidelines.	M	Race Director	Pre Event and On the day	
16. Monitor, de-brief & review	M	16. Competitors, volunteers & spectators		16. Ensure arrangements to monitor delivery of medical services during the event, and for post event de-briefing and review	L	RT/JS	On conclusion of race	
5. Review Date								May 2020
6. Next Review Date								Aug 2020