|  |  |  |  |
| --- | --- | --- | --- |
| Venue: | LTC Club Room | Venue Contact Name & Contact Details: | Paddy Dowling - Chairperson (0868288058)Bernie Smith – Training Co-Ordinator (087 – 7636260) |
| Address:  | Main Street, Lanesboro Co Longford |
| Group: | Lanesboro Triathlon Club  | Location of first-aider: | Lead Coach |
| Date: | Every Monday | Location of Defibrillator | Front wall of Parish Hall beside Bridge. |
| Time: | 7pm | Location of telephone: | Mobile telephone lead coach(Reception 4G). |
| Participants: |  Number: | 10 - 25 | Location of toilets: | Rear right of rooms. |
|  Age: | Adults 18 - 75 | Location of changing rooms: | No changing rooms onsite. |
|  Ability: | Mixed, beginner to elite/novice | Location of first-aid kit: | Middle of room affixed to wall, easy access. |
| Lead Coach Name: | James Gallagher | Stocked and maintained: | Yes |
| Venue documents read and understood: | **Normal Operating Procedures**: Yes. |  Additional notes: | * Risk assessment for adult Members of Lanesboro Triathlon Club (referred to as LTC).
 |
| **Health & Safety Policy** : Yes |
| **Emergency Action Plan (EAP)**: Yes |
|  | * Ratio for Level 1 Coach 1-16.
* All Coaches in Club have up to date First Aid Training.
* Lead Coach Telephone: 086-0238889.
 |
| Name of person conducting risk assessment: | Signed: | Date: |
| **James Gallagher - Level 1 Coach** |  | 05 May 2021 |

| **Location** **&** **Description** **of** **Hazard:** | **People** **at** **Risk:** | **Level** **of** **Risk** (High/Medium /Low): | **Advice** **Required:** (from whom) | **Action(s)** **to** **Mitigate/** **Remove** **Risk:** | **Person** **responsible** **for** **resolution:** | **Residual** **Risk:**(after resolution) | **Dates** **Reviewed** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **CLUB ROOM*** **Carrying bikes/turbo to Club Room, risk of fall, collision with other people, strains from trying to carry too much weight.**

Potential for stolen equipment if left unsupervised. | LTC Members who bring own turbo trainers and bikes. | **Likelihood**: Medium **Impact**: Medium | No | * Warn all participants beforehand if possible.
* At end of session, repeat warning as more risk when tired after session.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Fan and music cables across floor, possibility of tripping over.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Make obvious, try and keep out of way of path of movement.
* Warn participants.
* Tape down if practical / possible.
* Remedial works on power points, to minimize leads carried out.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Fans, tripping over, catching fingers in fan blades.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Check sufficient guards on fans.
* Warn participants.
* Air conditioning unit installed to reduce need for fans.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Footwear, bike shoes with cleats. Slipping on floor when wet from sweat or drinks spills; especially when wearing cleats.**
* **Training shoes with laces: Laces getting trapped in bike machinery**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Warn participants, get participants to remove shoes and possibly socks while off the bike.
* Ensure all laces tied tightly and tucked away.
* Ensure any pools of water (sweat/spilt drinks) are cleaned up.
* Non slip matting installed.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Participants falling from bike or bike becoming loose in turbo trainer.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Warn participants to ride within their capability.
* Coach to check bikes are secured in the turbo trainer before beginning. M Check.
* Exercise caution if riding out of the saddle.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Bikes. Tighten all adjustable parts. Check foot straps.**
 | LTC Members. | **Likelihood**: High **Impact**: Medium | YesFaults with spin bikes report to Training Committee. | * Coach to show how to adjust, tighten moving parts.
* Warn participants to ride within their capability.
* Ask participantsto check their bikes & foot straps before starting session.
* Ensure correct rear wheel skewer used with turbo trainers to ensure bike securely fitted to turbo trainers.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Medium | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Spin Bikes. Fixed wheel, pedals don’t stop turning if you stop pedalling, can cause injury.**
 | LTC Members. | **Likelihood**: High **Impact**: Medium | No | * No Spin Bikes used, and none in Club Room. Turbo Trainers only.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Medium | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Noise from fans and when playing music.**
 | LTC Members.Coach. | **Likelihood**: High **Impact**: Low | No | * Coach to speak up or to turn down music and check instructions are understood.
* Use PA system installed in Club Room.
* Walk around to observe if understood.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Lighting faults. Trip over or fall in darkness or reduced lighting.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Coach to check lighting pre-session. Report any faults and check on progress of repairs, if needed.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Towels/items dangling from bars of spin bikes getting caught in wheels.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Warn participants.
* Ask participants to use alternative storage place. Keep area clean and tidy.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Medium | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Kit bags / items stored close to/behind spin bikes / turbo trainers getting caught up with moving parts.**
 | LTC Members.Coach. | **Likelihood**: Medium **Impact**: Medium | No | * Warn participants.
* Ask for everyone to store their bags in a safe corner of the room clear of walking areas and moving parts of bikes.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Participants not aware of how to stop pedals flywheel spinning, or how to set bike up for a correct riding position.**
 | LTC Members. | **Likelihood**: High **Impact**: Medium | No | * Show new participants how to set bike position correctly.
* Show new participants how to brake the flywheel if they get out of control.
* Remind all participants on bike setup and braking mechanism.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Participants overheating, suffering from dehydration or getting chills after session.**
 | LTC Members. | **Likelihood**: Medium **Impact**: Medium | No | * Ensure participantshave drinks.
* Ensure suitable fan in use during session to increase air flow.
* Switch fan off during cool down so participantsdon’t get too cold/chilled.
* Advise participantson proper clothing, for during and after session.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Participants set up incorrectly on bike.**
 | LTC Members. | **Likelihood**: Medium **Impact**: Medium | No | * Coach to show participantshow to adjust resistance on equipment.
* Coach to ensure participantsknow how to adjust resistance on own turbo trainer.
* Coach to outline appropriate cadence for session, and what it should feel like.
 | * Lead Coach.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Turbo Trainers - general upkeep, poorly maintained turbos could lead to a fall/accident.**
 | LTC Members. | **Likelihood**: High **Impact**: Medium | No | * Coach to advise Members to keep turbo trainers in good working order.
* Keep LTC-owned turbos in good working order.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |
| **CLUB ROOM*** **Participants riding with too great a resistance, potential to strain muscle, ligament, tendons.**
 | LTC Members. | **Likelihood**: Medium **Impact**: Medium | No | * Coach to show participantshow to adjust resistance on equipment.
* Coach to ensure participantsknow how to adjust resistance on own turbo trainer.
* Coach to outline appropriate cadence for session, and what it should feel like.
 | * Lead Coach.
* Chairperson / Training Co-Ordinator or nominee.
 | **Likelihood**: Low **Impact**: Low | James Gallagher 05/05/2021 |

Diagram of LTC Club Room

