|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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 | Yes  Faults 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

