

Risk Assessment for Bikes and Scooters

Person/s completing the risk assessment	Name/s: Tom Kupers, Nathan Jollie Date: 03/05/24		Identifying the activity: When riding bikes and scooter at the Centre and in the local community		
Risk assessment approved by:	Signature: Daniel Stewart		Approval date: 22/8/24		
Hazard(s) and Risk(s) identified: Bikes and scooters					
Slips and falls Grazes Material or shoelaces getting caught in the wheels Hitting another person either pedestrian or rider Faulty equipment Tripping over bikes Injury to body Muscle strains Hit by a car Hit an obstacle Falling off bike Fingers getting caught in chain					
Location:					
Cause of hazard					
Consequence if the risk happens (Refer to risk matrix)	Catastrophic	Major	Moderate	Minor	Insignificant
Please Tick			X		
Likelihood of the risk	Almost Certain	Likely	Moderate	Unlikely	Rare
Please Tick	X				
Overall risk rating	High	Significant	Moderate	Low	
Please Tick	X				
Existing strategies in place to prevent, eliminate or control the risk/s					
<ul style="list-style-type: none"> - Educators will ensure all bikes and scooters are safe and in working order before the activity starts, any bike deemed as unsafe will be put away for the duration of the day. - Riders will be closely supervised on a defined track or area, ensuring they are travelling at a safe speed and in a clockwise direction. - Educators will ensure any loose clothing is tucked in and shoelaces tied up. - All children riding on a bike or scooter must wear enclosed shoes and a helmet. - Educators will go through bike rules and safety before they start riding. Children will also be reminded of riding safely and rules at break times. (Morning tea, lunch, afternoon tea) - Educators are to be aware of the rules and requirements and remind children of them throughout the day. - When setting the bike and scooter course, Educators will ensure it goes in a clockwise direction. - Educators will also be aware of the children's ability and strength when riding. 					

- Educators to be supervising repair of bikes.
- Educators will carry first aid kits while supervising bike riding and scooting in the hall or sports field and mulch.
- Ratio for bike riding is 1:8 at the centre.
- This is an activity children are excited about and need to be continually reminded to slow down and watch out for others
- Educators will ensure all bikes / scooters are brought back to the centre at the end of the activity and parked in the designated area
- Bike tour in the local area:
- Supervisor will decide on the day whether to allow a small group of riders off site with an educator.
- Educators going on the bike tours will ensure children going have written consent from their parents / guardian. The ratio will be 1:5.
- All educators and children participating in the ride outside the Centre must be aware of road safety rules and be able to ride a bike confidently.

Further actions required to prevent, eliminate or control risk/s

- The parking zone - bikes parked so there is space for children to access their bikes safely.
- Educators to talk and discuss with children about spatial awareness on bike days.
- Educators should be aware of the rules before they start riding at morning tea, lunch, and afternoon tea.
- When all children are riding, reinforce bike rules and reinforce riding in a clockwise direction.
- Educators need to enforce active supervision on bike days.

Reflect on effectiveness of controls

Bike rules

- You must wear your helmet when riding your bike. (no helmet, no ride)
- Children are allowed to swap their bike or scooter with another child, only if the educator has assessed the children's ability to ensure they can ride that specific bike/scooter safely.
- Beside the senior toilets and sports field can be used for regular riding areas, as long as an educator is present.
- Children must follow the direction set out by educators.
- Park your bikes away from all entry and exit areas into the buildings. (Canteen area will be the designated parking spot)
- Make sure there is space around you and your friends when riding.
- Remember there are others who can't ride as well as you so be careful when passing. When passing, the slower child should be in the inside of the corner and the child who is passing shall overtake around the outside.
- Riding fast can cause accidents, SO RIDE SAFELY.

- Be aware there are other activities that happen during riding times, so please keep your distance from these activities, to avoid any injuries.

Date	Educator	Date	Educator