1. Use the questions below to assess each risk and mitigation. 2. Use the columns to the right to record the assessment for the Run / Route you are assessing.	Assessed By	
	Date Last Assessed	

Route Description (e.g. 5 mile route starting at [location], road names, landmark description, etc):

_____

Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Response (e.g. "Criteria Met", or describe mitigation)
GENERAL	Planned Activity is not appropriate for all intended participants	Participants and Run Leaders	Distance Runs, Structured Training Sessions	• Run Leader to check everybody understands what the activity will entail. (Distance / Pace / Terrain etc) • Leader to pay particular attention to participants who are new to the club who might not fully understand the content or be over-optimistic about their own capabilities.	Run Leader to suggest new runners / new runners to the club to consider moving to a different group initially (until we understand their capabilities)	LOW	
GENERAL	Extreme weather – making it too hot / cold / wet / windy to run safely.	Participants and Run Leaders	Distance Runs, Structured Training Sessions	• Run Leaders to plan sessions according to expected weather, and give appropriate advice to participants before setting off, e.g. use of hat and sun cream in the heat • Cancellation of all sessions to be considered if weather conditions make it unsafe to run, e.g. ice • Run Leaders to adapt plans if weather changes unexpectedly during a run, e.g. shorten route earlier, sheltered route if wind stronger than expected		LOW	
GENERAL	Traffic/road crossings on route	Participants, Run Leaders and Public	Distance Runs, Structured Training Sessions using public roads or rights of way.	• Run Leader to remind participants at the start of the session to use crossings provided and reinforce this weekly • Cross as a group where possible; stop or use 'looping' to keep the group close • Run Leaders to remind participants to take personal responsibility for their safety within the session	• On group sessions that involve high effort periods (intervals, hills), Run Leader to ensure these are carried out in safe places (e.g. away from busier roads, without crossing hazards) • Only use looping if alternative group management strategies are not possible.	LOW	

Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Response (e.g. "Criteria Met", or describe mitigation)
GENERAL	Route hazards – terrain, animals, public and private property	Participants and Run Leaders	Distance Runs, Structured Training Sessions using public roads or rights of way.	• Run Leader to consider the terrain of the route before taking the group out on the run. • Run Leader to advise participants of any changing/uneven ground conditions at the start of the session, including suggestions of appropriate footwear • Run Leader to maintain awareness during session, and adapt in the event of elevated risk (e.g. encountering newborn calves, nervous horses)	• Run Leader to advise if any animals are expected to be encountered on the route and ensure appropriate actions of the group – eg avoid sudden movements, loud noises. Give Horse riders plenty of space. Walk when appropriate / safer to do so. • Run Leader should not attempt totally new routes with new members in the group. (Minor variations acceptable where necessary due to unforeseen circumstances)	LOW	
GENERAL	Injuries through participation/medical conditions	Participants and Run Leaders	Distance Runs, Structured Training Sessions Levels of exertion, pace, ability	• Run Leader to brief participants on effort levels expected during session - e.g. easy jog, interval efforts • Run Leader to ask participants at the start of each session whether anyone has any injuries they should know about/perform a visual check • Run Leader to deliver an appropriate warm up and cool down activity, with particular focus for expected high-effort sessions. • Run Leader to carry a mobile phone in case of emergencies	• Run Leader to prompt if participants want to share any specific medical conditions prior to starting the session • Run Leader to consider access to closest First Aider, or access to emergency help before starting the session.	LOW	
GENERAL	Participants getting lost	Participants	Distance Runs, Structured Training Sessions using public roads or rights of way.	• Run Leader to share route with the group before each run and explain the route at the start of the session • Run Leader to maintain awareness of number of members in their group and perform regular informal checks during the session • Run Leader to apply group management strategies such as looping and out and back routes to help keep group together, taking proactive action to apply during the run.	• Run Leader to situate at the front or back of groups, and consider nominating another deputy for larger groups • In the event of an ad-hoc change in course, Run Leader to communicate changes as appropriate to all members in the group.	LOW	

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Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Response (e.g. "Criteria Met", or describe mitigation)
GENERAL	Inappropriate running kit/equipment	Participants	Distance Runs, Structured Training Sessions Road surface, weather conditions. Road safety and visibility	• Run leaders to advise/recommend what participants they should be wearing during the session • Run Leader should encourage participants to wear high vis/bright clothing particularly when running in the dark • Club Website and Run Leader should encourage participants to wear high vis/bright clothing particularly when running in the dark	Run Leaders to do a visual check each week and highlight the risk of inappropriate clothing with individuals (e.g. inappropriate shoes, not enough layers, lack of head torch on unlit runs)	LOW	
GENERAL	Conflict with other members of the public	Participants and Public	Distance Runs, Structured Training Sessions Public rights of way or training facilities or locations (such as meeting points, track facilities, parks, roads, pathways).	• Run Leader to plan appropriate routes for the group based on group ability and experience • Run Leader to remind participants to be respectful to other road and path users. • Run Leader to maintain awareness during session, and adapt in the event of issues (e.g. unexpected public event on route)		LOW	
GENERAL	Unintended trespassing / damage to 3rd party property	Participants, Run Leader, Public, Animals	Distance Runs, Structured Training Sessions	• Run Leader to plan routes to only use public rights of way • Run Leader to engage politely and openly if challenged by member of the public	• In the event of accidental trespassing on private land, Run Leader to consider quickest & safest method to leave. Leader to advise participants of the situation, and pay particular attention to unexpected 3rd party hazards (fences, pets, ponds, garden furniture, other hazards) • Run Leader to report incident to a member of the management committee.	LOW	

Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Response (e.g. "Criteria Met", or describe mitigation)
GENERAL	Inappropriate action or inaction taken by Run Leader before or during run, raising the likelihood of issues from any of the above	Participants, Run Leader, Public, Animals	Distance Runs, Structured Training Sessions Formal training, mentoring, session preparation.	• All run groups have a clear nominated leader • Encourage members to undertake Leaders in Running Fitness training to improve capability as a run leader • Informal shadowing of capable run leaders available for those that show interest to become a run leader • General briefing performed before club runs, including focus on hi-viz, run sessions, and weather conditions where appropriate	• All run leaders to be aware and have read this risk assessment before leading runs • Consider more regular run leader briefing sessions and raise awareness of this risk assessment and consequences of risk on club members • Club to consider ways to increase number of LIRF qualified members and participation as run leaders	LOW	
GENERAL	ADD ANY ADDITIONAL ITEMS BELOW THAT ARE RELEVANT						
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Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Activity Name:
C19	Lack of awareness around Covid-19 risk factors and key government/ England Athletics/ local guidance for limiting the spread/transmission of the disease	Participants, Run Leaders and Public	Al settings / activities	• The club has appointed a Covid-19 co-ordinator who will work with the management committee to minimise the risks associated with restarting restricted training sessions • Communicate the Welfare Covid-19 policy to all club members before re-starting any sessions.	Committee and Covid-19 co-ordinator will review the situation as required and provide policies, reminders and updates to all members and leaders	LOW	
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface, or through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: Car parks/entry to a site through a building	• Currently only arranged to meet outdoors rather than in St George's school • Maintaining social distancing measures according to government advice.	Review prospective venue locations and COVID-Secure status as required	LOW	
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface, or through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: Access to buildings, rooms i.e. for registration, changing / toilets / first aid etc	• Currently only arranged to meet outdoors rather than in St George's school • Meeting in outdoor venues only in small groups (as above) and maintaining social distancing at all times • No cash payments accepted at present for subs etc.	Review prospective venue locations and COVID-Secure status as required	LOW	
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface	Participants, Run Leaders and Public	General: Use of equipment during sessions	• Run Leader should provide his/her own whistle and stopwatch if required • Use of other equipment (e.g. cones) to be avoided. Equipment to be sanitised before and after use if absolutely necessary for the activity.	Participants will be asked to sanitise their hands before each session if equipment is in use.	LOW	

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Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Activity Name:
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface, or through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: First aid and dealing with minor injuries	• In general Run Leaders do not carry first aid supplies • Run leaders will carry mandatory PPE (1x face mask, 1x protective gloves and 1x hand sanitiser for personal use), to be used should they need to assist a participant during a session and come into close contact with them.	Remind participants they are undertaking all activities at their own risk and we are not able to administer first aid unless in an emergency	LOW	
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface, or through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: Emergency procedures and evacuations	• Currently only arranged to meet outdoors rather than in St George's school • Where appropriate, Run Leader and participants to proceed to the nearest safe place should an emergency occur during a session held in a public location, and follow any emergency services instructions given at the time.	Review prospective venue locations and COVID-Secure status as required	LOW	
C19	Spreading/ transmission of Covid-19 through contact with disease on a surface, or through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: Registration / end of training sessions or change over between groups	• Groups will meet at specific locations in pre-booked groups in line with the allowed number of participants • Check-in is done via RunTogether App, with no need for physical paper or pen to be touched or shareD • Concurrent sessions will have a minimum buffer of 10 minutes between the end of the preceding session and the start of the next session • Participants receive instructions to not mix between groups and to arrive and leave promptly • Participants receive instructions to not shake hands, hi-five or hug, nor spit.	Reminding participants of the procedures through regular communications (at the start of each session and via invitations sent by email)	LOW	

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Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Activity Name:
C19	Spreading / transmission of COVID-19 through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: contact with other groups and general public Contact tracing	• Plan and risk assess activities, times and run routes which will minimise, so far as is possible, contact with the general public and other groups • Run Leaders will record which of the pre-booked participants actually attended (so that we have a record of who met who) and we will not allow any runners to join groups 'ad hoc'	Remind participants of the need to pre-register for sessions.		
C19	Spreading / transmission of COVID-19 through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	General: Welfare and safeguarding of young athletes	• Welfare officer in post to deal with any welfare issues and ensure that EA and government guidance is regularly reviewed and communicated • Run leader to participant ratios observed in line with EA and government guidance • Young athletes - N/A as club does not have members under the age of 18	Maintain 1:5 run leader to participant ratio for sessions until review by committee or guidance changes.	LOW	
C19	Spreading / transmission of COVID-19 through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	Running in open spaces accessible by the general public: Meeting Points	• Run Group Administrators pre-define the meeting points for each Run and each session • Groups are not allowed meet at the same location at the same time • Maximum permitted group sizes are observed at all times • Participants are reminded to remain separate from other groups	Reinforce comms on group meeting points and social distancing	LOW	
C19	Spreading / transmission of COVID-19 through air borne transmission of the disease by an infected person	Participants, Run Leaders and Public	Running in open spaces accessible by the general public: Routes	• Routes are pre-defined and approved by the committee before Run Leaders are able to offer to lead that particular route • Structured Training sessions are organised in specified locations that meet the club's Welfare COVID-19 policy and in accordance with the club's agreed prohibited routes policy • Maximum permitted group sizes are observed at all times.	Reinforce comms on route policies and social distancing	LOW	
C19	ADD ANY ADDITIONAL ITEMS BELOW THAT ARE RELEVANT						

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Category	What are the hazards?	Who might be harmed?	Settings (physical settings and activities)	What are you already doing?	Any further actions required?	Risk Rating	Activity Name:
C19							
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