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| Care Home |  | Date of Risk Assessment |  |
|  |  |  |  |
| Address |  | Care Home Activities Management | Does the Care Home have standard Risk Assessments for Activities?  Stop No Stop Yes  Has CWA become part of this?  Stop No Stop Yes |
|  |  |  |  |
| Written By |  | Bike Model |  |
|  |  |  |  |
| Cycling Without Age Chapter |  |  |  |
|  |  |  |  |
| Consideration of Pervious Risk Assessments |  |  |  |
|  |  |  |  |
| Bike Last Serviced Date |  | Condition of Bike |  |
|  |  |  |  |
| Any Reportable Problems with Bike? |  |  |  |
|  |  |  |  |
| Location of First-aid Kit | Stop No Stop Yes | First-aid Kit Stocked and Maintained? | Stop No Stop Yes |
|  |  |  |  |
| Emergency Contact Card Available? | Stop No Stop Yes |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Person Conducting Risk Assessment Name |  | Phone |  |
|  |  |  |  |
| Signature |  | Date |  |
|  |  |  |  |

| **No** | **Location of Hazard** | **Description of Hazard** | **People at Risk (Residents, Pilots, Accompanying Passengers)** | **Level of Risk (High, Medium, Low)** | **Advice on Hazard Required?** | **Resolution/Action** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | On bike | Wheels not being locked out | Residents, Pilots, Accompanying Passengers | Low | Stop No Stop Yes  If yes, who can advise? | First part of all pilot training programmes to ensure that when appropriate brakes are applied. Pilot refresher courses ensure that this remains a prominent safety protocol. |
| 2 | On bike | Incidence of passengers  trapping hands in wheels  when bike moving | Residents, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Pilots must remind and ensure that passengers on the Trishaw always keep their hands/arms inside the bike when in motion. |
| 3 | On bike | Battery Pack/Pilot causing Trishaw to travel at too great a speed | Residents, Accompanying Passengers | Medium | StopNo Stop Yes  If yes, who can advise? | It is made clear during training that the maximum speed the Trishaw should travel at is 16km/h. There is no way of restricting speed relies on Pilots observing speed. |
| 4 | On bike | Bike becoming  unbalanced when loading  a passenger | Residents | Low | StopNo Stop Yes  If yes, who can advise? | Pilot keeps the bike steady by remaining on the saddle while another person i.e. relative/care assistant assists passenger  onto bike. |
| 5 | On bike | Passenger unable to step  up onto the footplate | Residents, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Footplate can be removed to allow Passenger to directly board Trishaw from the ground.  Important that this is properly secured before the bike begins to move. |
| 6 | On bike | Medical emergency for  Resident | Residents | Medium | StopNo Stop Yes  If yes, who can advise? | Dependent on nature of emergency, make quick assessment with accompanying passenger and alert appropriate authorities. |
| 7 | On bike | Mechanical issues  affecting normal Trishaw  operations | Residents, Pilots, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Trishaws will be fully safety checked every six months. Pilots encouraged to undertake  a bike check before and after each journey. |
| 8 | On bike | Loss of power from battery pack | Residents, Pilots, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Batteries will always be fully charged before trips and there will never be an instance where a Pilot will be out long enough  where battery will die. If power loss does occur Pilot encouraged to drop into lowest gear and take flattest approved route back to original location. |
| 9 | On bike | Passengers becoming unseated from the Trishaw | Residents, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Passengers must wear the provided seatbelts at all times when Trishaw in motion. Pilot  must remind and ensure that this is the case before Trishaw starts journey. |
| 10 | On bike | Inclement weather conditions impacting on Trishaw operations i.e. Rain and Wind | Residents, Pilots, Accompanying Passengers | Medium | StopNo Stop Yes  If yes, who can advise? | Pilots will always observe upcoming weather conditions and make an informed decision  on whether to undertake journey or not. In event of inclement weather Pilot will  return to original destination as soon as possible, with the health and safety of the  passenger remaining top priority. |
| 11 | Off bike | Inclement weather conditions impacting on Trishaw operations i.e. Snow and Ice | Residents, Pilots, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | As above on observations. Slow Trishaw and take corners wide and steady to prevent any  slippage due to changes in underlying conditions. |
| 12 | Off bike | Inclement weather  conditions severely  impacting upon Trishaw,  making it unrideable | Residents, Pilots, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Health and safety of Residents and Accompanying Passengers absolute priority. Ensure alternate travel arrangements  to ensure their orderly return to original location. Pilot endeavour to return bike to  original location, but the likelihood of such conditions arising highly unlikely. |
| 13 | Off bike | Sudden hazard on Trishaw route causing emergency  stop. | Residents, Pilots, Accompanying Passengers | Medium | StopNo Stop Yes  If yes, who can advise? | Major part of Stage 1 Pilot Training in how to bring the Trishaw to a quick, controlled  stop. Regular training provided to ensure that no harm comes to anyone on/off bike. |
| 14 | Off bike | Diversion on Trishaw route causing diverted journey on non-approved route | Residents, Pilots, Accompanying Passengers | Medium | StopNo Stop Yes  If yes, who can advise? | Pilots encouraged to look out for any local news/indications that routes will be affected by any planned works. Most approved routes will have back ups to take account of any route changes. |
| 15 | On/Off bike | Pilot needing to make  contact with Care  Home/Care Home needing to make contact with Pilot | Residents, Pilots, Accompanying Passengers | Medium | StopNo Stop Yes  If yes, who can advise? | Pilots will always carry a charged mobile phone. Sheet at reception will note Pilots mobile number in case of emergency. |
| 16 | On/Off bike | Any hazards not  mentioned above | Residents, Pilots, Accompanying Passengers | Low | StopNo Stop Yes  If yes, who can advise? | Pilots and Passengers must raise any issues with local Chapter coordinators to ensure  that appropriate action can be taken to prevent any incidents or accidents occurring. |