



Mid Yorkshire Advanced Motorists

Risk Assessment



| | | | |
|-----------------|----------------------------------|-----------|---|
| ACTIVITY | Advanced Driving with Associate | | |
| ASSESSOR | David Rushfirth – Chief Observer | | |
| OUTCOME | 26 | Tolerable | Use basic control measures and monitor activity |

| PEOPLE AT RISK | Category | Tick if at risk |
|-----------------------|--------------------|------------------------|
| | General Public | ✓ |
| | Volunteers | ✓ |
| | Members/Candidates | ✓ |
| | Others | ✓ |

| | |
|-------------------------|--------------------------------|
| ISSUE DATE | 21 st November 2019 |
| NEXT REVIEW DATE | November 2020 |

| Severity | | Likelihood | |
|--|-------|---|-------|
| Description | Score | Description | Score |
| Minor injury | 1 | Event unlikely to happen, but possible | 1 |
| Injury causing less than three days off work | 3 | About even chance an event may happen | 3 |
| Over three days off work, major injury, or a fatality. | 5 | Highly likely, or almost certain an event will happen | 5 |

Multiply the severity score by the likelihood score to produce an overall assessment:

| | | | |
|--|----------------------|----------------------|--------------------------|
| Result of overall risk grading: < 20 = Low | 21 to 50 = Tolerable | 51 to 100 = Moderate | 101 to 200 = Substantial |
|--|----------------------|----------------------|--------------------------|

| | |
|-------------|--|
| Low | No action |
| Tolerable | Use basic control measures and monitor activity |
| Moderate | Reduce the risk wherever possible and monitor activity |
| Substantial | Reduce the risk, or cancel the activity/action that produced this risk assessment result |

The Risk Assessment process

A risk assessment is carried out to evaluate the likelihood of harm occurring due to a hazard and how severe that harm could be. The process identifies the hazards involved, then assess them.

There will be times when the risk is so high that it would be considered dangerous to carry on with the activity – e.g. conducting an Observed run in snow. There are also activities where there is a real risk of injury, but which have a very low injury level – e.g. handling sheets of paper runs the risk of “paper cuts” to the fingers.

The result is that the risks are managed downwards by the control measures considered for that purpose. The control measures must be implemented.

| Hazard | People at Risk | Severity | Likelihood | Overall risk | Control measures and comments | Adequate controls in place (Yes/No) | If not, date for their introduction |
|---|----------------|----------|------------|--------------|---|-------------------------------------|-------------------------------------|
| Collision with another vehicle/road user/roadside property etc. | All | 5 | 1 | 5 | <p><u>Associate</u></p> <ul style="list-style-type: none"> All have a DVSA test pass as a minimum of prior training (or EU/foreign equivalent) All have signed a driving licence declaration. Eyesight tested at start of session. Briefing at start of session includes safety issues and reminds associate he/she has responsibility for safety specifically. Associate previously novice trained and now being assessed on safety as a major focus of the session. <p><u>Observer</u></p> <ul style="list-style-type: none"> Observer also holds licence for the type of vehicle. All observers have undertaken some form of observer training and are competent to observe developing driving hazards. Regular QA by LOA or SDM includes safety issues. <p><u>Vehicles</u></p> <ul style="list-style-type: none"> Observers will not use a vehicle they feel to be unsuitable or unsafe. Seat belts to be worn at all times except when reversing. Vehicles given visual check prior to commencing session. <p><u>Miscellaneous</u></p> <ul style="list-style-type: none"> Observer will terminate activity with the associate if he/she considers the driving too dangerous or conditions inappropriate. Route choice at discretion of observer to match candidate performance/road and weather conditions, vehicle capability etc. Associate encouraged to give verbal commentary assisting the observer in assessing associates | Yes | |

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|---|----------------------------|----------|------------|--------------|---|-------------------------------------|-------------------------------------|
| | | | | | <ul style="list-style-type: none"> hazard awareness. Adherence to speed limits and other traffic law during session. Non-adherence and the observer will end the session. Safety is a major part of the assessment being made. | | |
| Collision with another vehicle/road user/roadside property etc. during reversing manoeuvre. | All | 3 | 1 | 3 | <ul style="list-style-type: none"> Controls as above in this column apply where appropriate. Observer able to monitor activity from any place he/she chooses to ensure safety of exercises. Observer able to monitor activity and intervene if necessary and advise driver/other parties of danger. Manoeuvre conducted at suitable location at time and place of observers' choice to maintain safety. | Yes | |
| Collision of pedestrian with another vehicle at start/finish venue. | Volunteer Member Associate | 5 | 1 | 5 | <ul style="list-style-type: none"> Location chosen to be away from fast flowing traffic as far as possible, or at the discretion of observer who has authority to decline a location. Associates are all licensed drivers therefore have background awareness of road dangers. Observers all experienced drivers with heightened awareness of safety issues. Hi – viz clothing worn outside vehicle if appropriate. | Yes | |
| Slip/Trip at starting finishing venue | Volunteer Member Associate | 3 | 1 | 3 | <ul style="list-style-type: none"> Location chosen to be away from fast-flowing traffic as far as possible, or at discretion of observer who has authority to decline a location if inappropriate. Locations with uneven surfaces avoided where possible | Yes | |
| Driver Fatigue | Associate | 3 | 1 | 3 | <ul style="list-style-type: none"> Session managed by observer with suitable breaks built in. Observer will abandon/postpone session if concerned. Appointment set by mutual arrangement between observer and associate. | Yes | |

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|--|----------------------------------|----------|------------|--------------|--|-------------------------------------|-------------------------------------|
| Cramp etc. from prolonged sitting in car | Volunteer Member Associate | 1 | 1 | 1 | <ul style="list-style-type: none"> Session managed by observer suitable breaks planned in. | Yes | |
| Effects of weather | Volunteer Member Associate | 3 | 1 | 3 | <ul style="list-style-type: none"> Activity cancelled/curtailed in extreme cold conditions, controlling risk of hypothermia, and also increased risk of collision due to road surface conditions. Route/length of sessions at discretion of observer to ensure extreme heat conditions catered for. Observer will cancel/curtail activity if conditions unsuitable (e.g. Fog). Wet conditions covered as part of the training process – Observer experienced in dealing with these. Session limited to 90 minutes maximum. Observer will consider terminating the session if weather conditions of any kind render it appropriate. | Yes | |
| Lone worker meeting unknown person – risk of assault | Volunteer | 3 | 1 | 3 | <ul style="list-style-type: none"> Observers dealing with known candidates and are experienced in identifying risky behaviour. Observers all experienced in inter- personal skills to defuse aggressive behaviour. Observer will withdraw if unhappy with behaviour of associate. Details of candidates normally known to others in the organisation and details of session organised by observer. | Yes | |
| Calculated risk | | | | 26 | | | |