**RISK ASSESSMENT & METHOD STATEMENT**

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| Name of Assessor: | David Shaftoe | Date: | 10th March 2022, Version 2 |
| Task Being Assessed: | **SMOOTHIE BIKE, various locations, year-round** | | |
| Other RAMS to refer to: | **COVID-19, MINIBUS, PUBLIC EVENTS, WORKING WITH DISABLED PEOPLE** | | |
| Risk v Benefit analysis: | The Smoothie Bike is a great way of introducing our work to a wider audience or encouraging healthy eating and exercise. It can also generate useful income. There are some risks, mainly due to slips, trips and falls and working blades. | | |

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| What is the hazard? | Who might be harmed | How might people be harmed | | Existing risk control measures | Risk Rating | | | | Additional Controls | New risk rating (Residual) | | | | Action / monitored by whom? | Action / monitored by when? |
| L | C | | R | L | | C | R |
| **Venue** | Staff  Volunteers  Members  Public | Getting lost or injured in unfamiliar surroundings  e.g. public show | | Leaders should do a reccie and be familiar with the site.  A site briefing on the day.  No lone working. | 1 | 3 | | 3 | None identified | 1 | | 3 | 3 | Activity leader | Every event |
| **Smoothie bike** | Staff  Volunteers  Members  Public | Spinning chain or wheel of bike results in hand / finger injuries or clothing damage. | | Staff familiar with smoothie bike.  Ensure riders do up shoelaces, use bike clips and tuck in clothing.  Other members of public must not get too close to the bike whilst in use.  Use the green parking cones – people could trip over the stand. | 1 | 4 | | 4 | None identified | 1 | | 4 | 4 | Activity leader | Every event |
| **Blender attachment** | Bike users  Members  Public | Injury to fingers / hand through touching revolving blades. | | Ensure lid is securely on the blender  Member of staff or volunteer to watch the bike at all times.  Clean blender blades with a long-handled brush once it has been detached. Do not put hand in.  First aid kit on hand. | 1 | 4 | | 4 | None identified | 1 | | 4 | 4 | Activity leader | Every event |
| **Sharp food knives** | Staff  Volunteers  Bike users  Members  Public | Accidental injury  Assault  Stabbing | | Keep knife in a secure place away from the public when not in use.  Monitor the activity at all times. | 1 | 5 | | 5 | Consider the use of scissors as a replacement. | 1 | | 3 | 3 | Activity leader | Every event |
| **Theft / assault** | Staff  Volunteers  Members | Injury / assault | | Adequate staff/volunteer ratios.  Collection boxes secured with chains.  Non-essential items locked in bus. | 1 | 4 | | 4 | None identified | 1 | | 4 | 4 | Activity leader | Every event |
| **Manual handling** | Staff  Volunteers  Members  Public | Injury lifting heavy / awkward items  Back injury | | Manual handling training for all staff.  Use a sack barrow and bungees for moving the bike.  Use the minibus lifts.  Use two people to lift the bike – manual handling training to be given. | 2 | 4 | | 8 | Manual handling training for volunteers  Toolbox talk | 1 | | 4 | 4 | Activity leader | Every event |
| **Illness or injury** | Staff  Volunteers  Members  Public | Falling from bike  Illness and disruption, possibly due to allergic reaction to a smoothie ingredient | | Carry emergency details on the day.  Have adequate ratios on the day.  First aid kit carried.  Guide users to the saddle.  Ensure saddle height is correct before mounting.  Monitor constantly.  Give users a list of ingredients beforehand.  Use two or more blenders and separate ingredients on different chopping boards | 1 | 5 | | 5 | None identified | 1 | | 5 | 5 | Activity leader | Every event |
| **Fatigue** | Staff  Volunteers  Members  Public | Injury due to over-exertion | | Monitor cyclists whilst on bike. Look out for signs of fatigue or over-exertion and act accordingly.  Swap riders regularly and have chairs nearby ready for rest. Do not let cyclists ride for more than 5 minutes at a time. | 1 | 4 | | 4 | None identified | 1 | | 4 | 4 | Activity leader | Every event |
| **Food poisoning from poor food hygiene** | Staff  Volunteers  Members  Public | Food poisoning | | Staff members to hold ‘Level Two - Food Safety & Hygiene for Catering’.  Use of clean apparatus including clean blender, knife, chopping board and by use of antiseptic hand wash ensure hands are clean during food preparation.  Provide a water container with water tap for on-site cleaning.  Wash apparatus before and after use.  Use of two or more blenders for different fruits/dietary needs. | 1 | 4 | | 4 |  | 1 | | 4 | 4 | Activity leader | Every event |
| **Slips, trips or falls** | Staff  Volunteers  Members  Public | Trip hazard from the bike stand & legs - cuts, bruises, slips, trips & falls, fractures & dislocations  Damage to property | | Reccie the site beforehand so the leader is aware of potential risks and can make participants aware of them.  Keep routes clear of equipment.  Ensure enough helpers to number of people in need of assistance.  Carry at least one first aid kit and ensure presence of a first aider.  Safe location of Smoothie Bike on an even / flat surface, away from pedestrian traffic flows and other potential trip hazards.  Member of staff to be on site at all times during event.  Guide users to saddle. Ensure saddle height is correct before mounting.  Constant attention whilst on bikes.  Use cones to avoid trip hazards    Encourage appropriate footwear. | 2 | 3 | | 6 | Toolbox talk | 1 | | 3 | 3 | Activity leader | Every event |
| **Weather** | Staff  Volunteers  Members  Public | Extreme weather e.g. lightning  Sunburn / heat exhaustion / heat stroke  Dehydration  Hypothermia / hyperthermia  Slippery surfaces | | Note weather conditions of the day and check everyone is fully equipped before leaving.  Be aware that conditions could change significantly.  Take spare woollies and / or sun protection and offer them for loan.  Make adjustments to the day if necessary.  Take the display down if lightning threatens. | 1 | 5 | | 5 | None identified | 1 | | 5 | 5 | Activity leader | Every event |
| Method Statement: | | | 1. Staff should be familiar with the venue, the smoothie bike and food preparation. 2. Ensure adequate levels of support. There should be no lone working. 3. Follow manual handling guidelines e.g. smoothie bike to be carried by two people. 4. Check all equipment is in good condition, especially the bike, gazebo and display. 5. Be mindful of slips, trips and falls, the revolving wheel / bike chain and the blender blades. 6. Maintain strict hygiene standards at all times. 7. Monitor the physical condition and hydration levels of riders. Regular breaks should be taken. 8. The cycle tyre can warm up and deteriorate with over-use. Ensure the blender is fitted correctly and not too tight to the wheel. Take breaks between making smoothies to allow the heat to dissipate. | | | | | | | | | | | | |
| Next review Date: | | | 31st March 2021 | | | | Signature of Reviewer: | | | | David_Sig.jpg | | | | |

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|  | | | Severity of impact / consequences | | | | |
| Trivial | Minor injury | Over 3 day injury | Major injury | Incapacity or death |
| 1 | 2 | 3 | 4 | 5 |
| Likelihood | Highly unlikely | 1 | 1 | 2 | 3 | 4 | 5 |
| Unlikely | 2 | 2 | 4 | 6 | 8 | 10 |
| Possible | 3 | 3 | 6 | 9 | 12 | 15 |
| Probable | 4 | 4 | 8 | 12 | 16 | 20 |
| Certain | 5 | 5 | 10 | 15 | 20 | 25 |

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| Document Name | **SMOOTHIE BIKE RAMS** | Document No | **OC/HS/RAMS 14** |
| Document Owner | **David Shaftoe** | Classification | **Internal Use** |
| Date of Issue | **03/07/20** | Date of next review | **31/03/23** |