

# BRITISH FEDERATION OF PEDAL CAR RACING

## Risk assessments for each race meeting.

### Introduction

This risk assessment relates to all races held by the BFPCR and should be read alongside any risk assessments issued by the site owners for each race.

### Risk Assessment

Ref	Risk	Actions	Level
1	Site risks	There is to be a site briefing before each race reminding those taking part of the safety rules.	LOW
2	People walking in front of racing cars	There shall be a pit land for changeover of drivers to ensure cars where drivers are changing over are kept away from racing cars.  Control will monitor with the aid of marshals the conduct of those on site and shall monitor and take necessary action to ensure people do not cross over in front of cars without due care.	LOW
3	Cars colliding	There are rules which are implemented to reduce the risk of collision i.e. overtaking etc.	MEDIUM
4	Car Crash protection	In the event of any racing cars colliding there is to be a flag system in place to reduce the speed of other cars or stop them until the incident has been cleared.	LOW
5	Cars not of roadworthy standard	There shall be a scrutinising base where all cars are checked before taking part in any race.	LOW
6	Injury due to racing or other events on site	First aid facilities are to be readily available on site with qualified first aiders in attendance.	LOW

7	Safety of those on site and incidents due to those present not following the rules.	Control and Team Managers will all keep watch to ensure that all rules for safety care adhered to and take action if safety is compromised.	LOW
8	Suitability to race	Control (organisers of the race) shall at all times monitor the tack for safety and if necessary stop the race at times where it is deemed unsafe to continue the race.	LOW
9	Heat or cold weather issues,	Appropriate action is to be taken to protect those taking part from heat or cold (in particular rain) and this shall be the Team Manager's responsibility.	LOW
10	Contacting related persons if an accident occurs.	A record of those on site taking part in the event along with emergency contact details shall be held by the Team Managers.	LOW
11	Other site safety issues.	Any risk assessment issued by the Site Owner shall be complied with and monitored by Control on the day.	LOW
12	Hygiene	Toilet and washing facilities shall be available on site at all races.	LOW
13	Water	Fresh water shall be available on site either via on site facilities or via teams bringing their own water to each race.	LOW
14	Identification of organisers	The organiser, control, stewards and first aid provider shall wear suitable identification clothing.	LOW

### Review

Risk Assessments should be reviewed annually before the first race in each season is held.

### Date

December 2015

# BRITISH FEDERATION OF PEDAL CAR RACING

## Risk assessment for Committee and Annual Meetings.

### Introduction

This risk assessment relates to all meetings held by the BFPCR and should be read alongside any risk assessments issued by the site owners for each venue.

### Risk Assessment

Ref	Risk	Actions	Level
1	Safety	All safety rules applicable to the premises being used shall be made known to all those present at the beginning of the meeting.	LOW
2	Danger of fire	Evacuation procedures risk assessments for fire are to be in place by each premises owner and adhered to by members meeting there.	LOW
3	Injury	First aid facilities shall be available at each meeting either by BFPCR Officers or by the owners of the premises.	LOW
4	On site issues	The premises being used shall have its own risk assessment for the use of the premises.	LOW
5	Insurance claims	The BFPCR is to hold Public Liability Insurance and any premises used shall hold Public Liability Insurance.	LOW

### Review

Risk Assessments should be reviewed annually before the first race in each season is held.

### Date

December 2015

# BRITISH FEDERATION OF PEDAL CAR RACING

## Policy for young persons.

### **Introduction**

This policy is to cover all events, race meetings and general meetings where there are present those under the age of 18 years.

### **DBS checks**

There shall be no requirement for race organisers to be DBS checked, this shall remain the responsibility of the Team Managers.

### **Responsibility of teams**

Where there are young persons (under 18) in a Race Team it is the responsibility of the Team Manager to ensure that safeguards are in place for the young people in their care.

### **General rules**

No young person should be with an adult unless there is another adult in close proximity.

### **Consent to take place**

All those aged 17 years of age or under shall have consent to take part form completed before any race commences – the Team Manager is responsible for such consent forms being in place.

### **Review**

This policy shall be reviewed at each annual meeting.

### **Dated**

December 2015

# BRITISH FEDERATION OF PEDAL CAR RACING

## Policy for data held.

### **Introduction**

This policy relates to any information held by officials of the BFPCR.

### **Computer based data**

All computer data held with names, addresses and contact details of members shall be so held password protected.

### **Paper based data**

Any paper based data held with names, addresses and contact details of members shall be kept in a secure place.

### **Confidentiality**

All records are to be held in confidence and may only be used for the purposes of the BFPCR and may not be copied or transferred to anyone outside of the BFPCR.

### **Retention of race records**

After each race any records held on the day shall be kept for 14 days and thereafter shall be destroyed in a secure way.

### **Review**

This policy is to be reviewed at each Annual Meeting.

### **Dated**

December 2015