

<b>Risk Assessment</b>	<b>Date of Risk Assessment:</b> 29/03/2014
<b>Risk rating see table below</b>	<b>Valleys Hundred Walking Event</b>

<b>Very low risk</b>	<b>Low risk</b>	<b>Medium risk</b>	<b>Medium high risk</b>	<b>High risk</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

<b>Hazard Present</b>	<b>Persons Affected, Risk and Risk Rating</b>	<b>Action to Avoid or Reduce Risk and Rating following avoidance action</b>
<p>Activity: <b>General hazards at start/finish/HQ/Checkpoints: Slips, Trips and Falls</b> Eg uneven surface of car park, cleaning floors, obstructions/ badly fitting carpet in hall, etc</p> <p><b>Fire</b> <b>Electrical hazards</b></p>	<p>Entrants, Marshals Supporters Locals Crushing, serious or fatal injury.</p> <p style="text-align: center;"><b>3</b></p>	<p>Inspect car park and building before event, report any issues to owner, flag to committee and if needed cordon-off areas of concern. When hall is occupied, check that all fire doors are unobstructed and can be opened and that fire extinguishers are available, have valid service dates and persons are familiar with their operation All portable electrical equipment to have current PAT certificate.</p> <p style="text-align: center;"><b>1</b></p>
<p>Activity: <b>General hazards at start/finish/HQ/Checkpoints:</b></p> <p>Vehicle movements / Parking issues</p>	<p>Entrants, Marshals Supporters Contact with pedestrians and/or property</p> <p style="text-align: center;"><b>2</b></p>	<p>Parking signs put up on the day. Marshals to supervise parking and pedestrian movements Marshals – wear high vis. Jackets. Extra vigilance at end of event due to entrants fatigue</p> <p style="text-align: center;"><b>1</b></p>
<p>Activity: <b>Participation in event:</b></p> <p>Navigational errors</p>	<p>Entrants Deviating from planned route. Encountering unexpected hazards.</p> <p style="text-align: center;"><b>4</b></p>	<p>Each entrant has proven experience and competence through completion of qualifying events. Detailed written route descriptions (with an emergency telephone number) are provided to all entrants who are required to carry the appropriate maps and navigational aids. Progress is monitored at each check point. Entrants are never more than a short distance from habitation. Where the organisers deem navigation may be difficult, way marks will be put in place; this will be clearly indicated on the route description.</p> <p style="text-align: center;"><b>2</b></p>
<p>Activity: <b>Participation in event;</b></p> <p>Extreme Weather</p>	<p>Entrants, Marshals, Supporters. Hyperthermia, Heat exhaustion, Inappropriate Clothing/Footwear</p> <p style="text-align: center;"><b>4</b></p>	<p>Each entrant has proven experience and competence through completion of qualifying events. All participants must carry or wear suitable clothing for possible deterioration in the weather. Suggested kit list to be provided by organisers. The organisers have authority to cancel the event if necessary</p> <p style="text-align: center;"><b>2</b></p>

<p>Activity: <b>Participation in event:</b></p> <p>Medical or First aid issues</p>	<p>Entrants</p> <p>Dehydration Chronic Fatigue Blisters Twisted ankle Slips Trips and Falls resulting in possible serious injury, broken bones, cuts and bruising.</p> <p style="text-align: center;"><b>4</b></p>	<p>Plenty of water and snacks will be available at HQ and at the checkpoints.</p> <p>Entrants are required to carry their own simple first aid kit. Transport will be available at the checkpoints to return fatigued or unwell entrants to HQ or in extremis to the nearest A&amp;E unit.</p> <p>The majority of the route is covered by mobile phone signal. Emergency contact details, including HQ are clearly indicated on the route description.</p> <p>Marshals have authority to enforce retirement upon those behind schedule or in distress.</p> <p>As a last resort, assistance will be sought from the Brecon Beacons Mountain Rescue Team.</p> <p style="text-align: center;"><b>2</b></p>
<p>Activity: <b>Participation in event:</b></p> <p>Road traffic</p>	<p>Entrants</p> <p>Collision with vehicle The route passes through residential areas and crosses a number of busy roads.</p> <p style="text-align: center;"><b>4</b></p>	<p>Each entrant has proven experience and competence through completion of qualifying events.</p> <p>The start of the walk is through a residential area, this will be marshalled to ensure minimum disruption to residents, traffic and participants.</p> <p>All road crossings are clearly indicated on route description with warning to take care.</p> <p>Any roads with significant traffic will be identified as “Dangerous” on route description.</p> <p style="text-align: center;"><b>1</b></p>
<p>Activity: <b>Participation in event</b></p> <p>Theft</p>	<p>Entrants, Marshals, Supporters</p> <p>Loss of personal items Car break ins Food theft</p> <p style="text-align: center;"><b>2</b></p>	<p>Entrants, Marshals and Supporters will be responsible for personal belongings.</p> <p>Car park will be monitored during the event by HQ staff, but no responsibility can be taken by the organisers for any loss or damage to vehicles. Breakfast bags will be supervised and kept in a locked room until arrival at breakfast stop.</p> <p style="text-align: center;"><b>2</b></p>
<p>Activity: <b>Catering</b></p> <p>Food Poisoning</p> <p>Insufficient food for participants</p> <p>Allergies</p> <p>Faulty electrical equipment</p>	<p>Entrants, Marshals, Supporters</p> <p>Contamination of foodstuffs</p> <p>Poor Hygiene in preparation areas</p> <p>Perishable foods past use by date</p> <p>Poor management of food requirements</p> <p>Adverse reaction to foodstuffs</p> <p>Cookers / Fridges may not be operating as intended</p> <p style="text-align: center;"><b>4</b></p>	<p>Cooked food will be prepared by volunteers.</p> <p>All perishable food will have been bought fresh the day before the event. Food requirements and quantities will be discussed and agreed at the event pre-meeting based on the number of entrants.</p> <p>Information of food contents to be available.</p> <p>All electrical equipment and wiring visually inspected for damage. Provisions and equipment to be packed in a way that limits weight. If used, provisions supervisor will inspect all cleaning products and advise Marshals as required</p> <p style="text-align: center;"><b>1</b></p>

<p>Activity: <b>General</b>  <b>Environmental:</b>  Livestock, Ticks, Fungi,  Leptospirosis</p>	<p>Entrants, Marshalls  Injury from livestock  Poisoning  Related diseases</p> <p style="text-align: center;"><b>2</b></p>	<p>Approach all livestock with caution Adhere to all warning notices. Wear appropriate clothing.  Beware of any growing organisms or spores.  Beware of stagnant water.  Ensure all cuts and grazes are covered over.  Seek medical advice should you become ill.</p> <p style="text-align: center;"><b>1</b></p>
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## **Risk Assessment for The Valleys Hundred 2014**

### **Introduction**

The Event Safety Management Plan for The Valleys Hundred identifies the hazards and associated risks relating to the organisation of the event. It sets out the responsibilities for those managing these risks.

### **Event Format**

The Valleys Hundred is a 101.5 mile challenge walk to be completed in a maximum time of 48 hours. It is a circular route across varied terrain, including minor roads, footpaths, tracks, farmland, wooded areas, canal towpaths and open moor land. The event is organised by South Wales Long Distance Walkers Association. The maximum number of entrants allowed is 550, all of whom will be over 18 years of age and have completed a qualifying event. There will be 16 checkpoints on the route. Entrants will be disqualified if they spend more than one hour at any given checkpoint or if the organisers deem it would be hazardous to themselves, other entrants or members of the public if they continued. All entrants will be provided with a detailed route description, including grid references for check point positions and accumulated mileage. All participants will be manually checked into checkpoints and Raynet will be used to monitor progress.

### **Event Timetable**

Time setting up: 12 hours before the start of the event

Opening for car parking: from 6 am on the morning of the event

Registration: from 7 am on the morning of the event

Time checkpoint staff despatched to checkpoints; 2 hours before the opening time of the checkpoint

Start time of event: 10 am

Approx time first runner/walker expected: 22 hours after the start of the event

Time last walker must finish by: 48 hours after the start of the event

### **Event Route**

Start and finish location: West Mon High School, Pontypool, Torfaen

Car parking: off road car parking for is available within the school grounds and at nearby council car park

Domestic arrangements: either hot or cold food and drink will be available at all checkpoints and will be clearly marked on the route description. A hot breakfast will be available at 56 miles at Tredegar Comprehensive School checkpoint

A brief description of the route: it includes public footpaths, bridleways ,roads, canal tow paths, woodland and open moor land.

Checkpoints:16 checkpoints

Procedure for monitoring progress : entrants' times will be recorded at each checkpoint and Raynet will be used to coordinate this information and relay it back to headquarters at West Mon High School, Pontypool, Torfaen.