

NEWPORT TO RYDE
MULTI-TERRAIN RACE
EVENT PLAN 2019



Contents

1. Event Information
2. UKA Licence
3. Overall Event Risk Assessments
4. Route
5. Route Specific Risk Assessment
- 6a. Medical Plan
- 6b. Medical Risk Assessment – Red Cross
- 7a. Marshalling Plan
- 7b. Marshal Duties – General Responsibilities
8. Race Progress Log
9. Event Log

Appendices:

1. Isle of Wight Safety Advisory Group
2. UK Athletics Post Race Medical Return Form

Version

- | | |
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| 1. Initial doc. | 07-01-2019 |
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1 Event Information

1.1 Race Details

The event is a 7 mile multi-terrain race, original ran in 1932 it ran from Town Hall to Town Hall, it is in its 88th year. It was modified to a multi-terrain in 2011 and starts in Newport at the back of the IWCC offices and finishes at Ryde Academy 6th Form Centre (Haylands Building), Playstreet Lane, Ryde, Isle of Wight.

The race will be held on Easter Saturday 20th April 2019 and will start at 3pm. It is envisaged that the last runner will finish by 16:30 hours.

The race is mostly an Island runner race and has attracted typically 150 finishers in the last few years.

The race will be operating under the UK Athletics (UKA) code of practice for races and under licence 2019-35426 which has been issued by UKA on 16/07/2019. As the race is a multi-terrain there is no course measurement certificate. A copy of the licence is at section 2 of this document.

The race will be chip timed and all participants will need to collect their number with attached chip on the day (from race registration at Methodist Church Hall, Quay Street, Newport, Isle of Wight).

A bag transfer will be provided from the Methodist Church Hall to the finish venue in Ryde and will be manned at all times to ensure people's belongings are kept as safe as practically as possible.

Each person finishing the race will be issued with a medal purposely designed for the race.

1.2 Entry

The race is open to mainland and island participants and will be restricted to 250 runners. Application can be made on line through Run Britain, a link is provided on the Ryde Harriers web site, www.rydeharriers.co.uk. The entrance fee is £12 for UKA affiliated members and £15 for non UKA affiliated members with on the day race entries accepted until 14:45am subject to availability. The closing date for pre-entry will be midnight on Monday 15 April 2019.

Applications can only be accepted from people who are at least 17 years of age on the day of the race as per UKA guidelines.

Transfers will be allowed up to midnight on Wednesday 17 April 2019.

1.3 Event Contact Details

Race Director – Chris Lewis

Mobile: 07817481139

Email: clewisrydeharriers@gmail.com

1.4 Insurance & Liability

Liability for the race remains strictly with the Ryde Harriers Management Committee under the guidance of the Race Sub Committee.

Public Liability insurance is provided through the UKA Licence and club affiliation.

1.5 Roles & Responsibilities

The Race Director has the overall responsibility for Health & Safety issues but will consult and be assisted by the Ryde Harriers Race Sub Committee.

Race Director: **Chris Lewis 07817481139**

Chairman of Race Sub Committee: **Andy Leal 07789722100**

Chief Marshall: **Peter White 07730551755**
Race Timer: **Ceri Lewis 07752782187**

1.6 Race Day Management

A race HQ will be set up at the Methodist Church Hall from 12:30 hours on race day and from here the race will be overseen and managed up to the start at which point management will be transferred to the finish.

The Race Director, Chief Marshal and the Chairman of the Race Sub Committee or their appointed deputy will be available at all times throughout the race (switching venues as required).

A contact telephone number for the race HQ's will be provided to all marshals. Race management will keep records of all participants and will ensure that all runners are accounted for.

A log of key times and any incidents will be documented by race management staff. In particular the times when the back maker has progressed past each marshal location, injuries where Wight Event First Aid have attended and any incidents requiring the attendance of a marshal or other race official.

A race progress log and an event log have been attached at sections 8 and 9 respectively of this plan.

Race management staff will also be available to participants for advice and to submit any comments as will the UKA Event Adjudicator.

Race HQ Contact Details: Chris Lewis 07817481139 (moves venue during race)

1.7 Risk Assessments

Risk assessments have been included in section 3 of this plan.

A route specific risk assessment has been completed and has been included as section 5. In addition a separate risk assessment for the medical provision has been undertaken in accordance with Run Britain Medical Guidelines for Smaller Races (under 500 participants) this forms section 6 of the document, 11-25km states minimum 4 and 2 per 150 runners with static post at finish and on course (vehicle based).

This document aims to act as the overarching plan for this Event and includes all relevant documents.

Risk Assessments have not been provided for the start and finish venues. Race personnel at the HQ's are aware of the fire procedure.

1.8 Route

The route is roughly half on highway which is predominately tarmac and half off-road on rights of way (RoW). There is one section through Forestry Commission land for which a permit has been obtained.

Note that as there is a significant amount of RoW used the IWCC RoW Dept. is consulted and the IWCC RoW guidance procedure is used. A map of route has been included as section 4.

The Police and Island Roads were both consulted on the route prior to the route change to multi-terrain in 2011, neither provided any comments.

It has been identified that there will be a need for 24 marshals at 21 locations for runner directional assistance and traffic liaison. The water station is in addition to this and will use 4 marshals at 1 location.

A specific risk assessment has been undertaken for the route which is at section 5 of this plan. The police and Island Roads have both have been sent a copy of this document.

1.9 Marshals

Marshal will be used to man predetermined route locations where it has been identified that assistance is required either for direction or to ensure safe progression along the route. All marshals will be issued and be required to wear a high visible tabard throughout the event.

All marshals will be briefed prior to the run of their locations and of the information which they will be expected to pass on to the runners.

A mobile telephone will be available at each marshal location and will have been checked to ensure that there is suitable coverage.

Each marshal location will be provided with a briefing sheets containing critical information regarding the position and the purpose of the location.

The lead marshal at each location (not all points covered for locations in close proximity) will be required to text the times to the Race management staff when the lead runners and the back markers pass through their location. This will enable the Race Progress Log to be updated.

Marshals will only be permitted to leave their location on the approval of the Race Director, Chief Marshal or their nominated assistance. Permission will be logged by Race management in the event log.

It is the responsibility of the marshals to ensure their location is clear of litter and they have all equipment they are responsible for before leaving.

The marshalling plan has been included as section 7 of this document.

Marshals are instructed NOT to stop traffic.

1.10 Water Stations

There will be 1 water stations which will be positioned at 3.3 miles (Wootton Station).

Water will be issued to runners in plastic cups.

Rubbish receptacles will be positioned for runners to throw their cups into and all other cups and sponges will be removed from the location before the marshals leave.

1.11 Parking

Parking is not provided at the venue but there is ample public parking in Quay Street and around Newport (note: some runners leave their cars at the finish venue in Ryde).

1.12 Set up and Take Down

The infrastructure for the race including the finish gantry, chip matting, road signs and water stations will be erected and removed on the day of the race.

A number of warning signs displaying 'Running Race using this Route' will be set-up two weeks in advance.

The Take Down crew will do a final sweep for litter – particularly around the drinks stations.

1.13 Toilets & Showers

Toilets are available at the Methodist Church Hall for the start and at Ryde Academy 6th Form Centre for the finish. There are no shower facilities at the finish venue.

1.14 Rubbish/Litter

It will be the responsibility of the marshals manning the water stations to ensure all rubbish/litter is collected and removed before leaving their location.

All rubbish and litter will be collected and removed from both venues before being vacated at the end of the day.

1.15 Presentation of Awards

Results will be posted as runners finish.

The bespoke medal will be presented to all runners on finishing.

The presentation of race overall and veteran category winners will take place at Ryde Academy 6th Form Centre after the race at approximately 17:00 hours.

1.16 Race Debrief

A race debrief will be undertaken within one month after the event.

Comments from the competitors, marshals and all relevant persons involved will be obtained and considered and taken into account for future years.

1.17 Isle of Wight County Council Rights of Way

As there is a significant amount of Rights of Way used the IWCC RoW Procedure and Guidance is used. Landowners, Parish Councils and RoW User Groups informed.

Landowners:

New Fairlee Farm, M R Holliday, New Fairlee Farm, Mews Lane, Newport PO30 2NA.

01983 522310

Belmont Farm, H P Ablitt, Belmont Farm, Fairlee Rd, Newport, Isle Of Wight, PO30 2JX.

01983 882244

Footpath at back of Wootton High Street – Parish Council (see below).

Forestry Commission - Permit required to run through Firestone Copse.

Dame Anthony's Common – inform stables.

RoW contact details:

darrel.clarke@IOW.gov.uk

jennine.gardiner@iow.gov.uk

clerk@newportwight.org.uk

clerk@rydetowncouncil.gov.uk

wbpc@onwight.net

Inform Isle of Wight Horse Community Facebook Group prior to event (ask them to post on Isle of Wight Bridleway Users Group):

<https://www.facebook.com/groups/262278553874194/>

Inform Ramblers Assoc. prior to event:

<http://www.ramblers.org.uk/isle-of-wight>

1.18 Event Adjudicator

There will be a UK Athletics approved Event Adjudicator in attendance to ensure adherence to UKA rules, this will be Ray Scovell.

2 UK Athletics Licence

UK ATHLETICS ROAD RACE / MULTI TERRAIN LICENCE



Licence number:	Licence Status:	Race	Entry Limit	Date
2019-35426	Full Licence	Single Race - Newport to ryde 7 Miles Multi-terrain	250	Apr 20 2019 03:00 PM

This is to certify that the above race has been approved as a Race that will be held under UK Athletics Rules for Competition and in accordance with the Licence Requirements.

Event: **Newport to Ryde Multi-Terrain**

Race: **Newport to ryde 7 Miles Multi-terrain**

Signed:

A handwritten signature in black ink, appearing to be 'G. Smith'.

(For and on behalf of UK Athletics)

This licence, in conjunction with your governing body affiliation, includes Third Party Liability Insurance cover (Limit of Liability £50,000,000 any one accident or occurrence). For further details please contact UKA, Athletics House, Alexander Stadium, Walsall Road, Perry Barr, Birmingham, B42 2BE. Telephone 0121 713 8400

3 General Risk Assessment: Newport to Ryde 7 Miles Multi-terrain Race

Date:	Assessed by:	Location :	Review :
07/01/2019	C Lewis	Newport and Ryde. Course: Newport, Staplers, Wootton, Ryde.	Ongoing

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Uneven ground	Twisted ankles/falls	As the race is a multi-terrain course there are a few places (Belmont Farm woods) that are quite muddy and uneven, runners are advised to wear trail shoes. A lot of the off-road sections have good bridleway surfaces. The road sections are quite good and areas which are uneven have been identified. There are very few, however in places the camber of the road isn't the best for running on.	M	These areas will be outlined within the pre run safety briefing to all runners.	L	H&S Advisor or Race Director	Race Day	
Slips/Trips/Falls	Sprains/strains/fractures	A pre course survey has been undertaken and areas which are uneven have been identified (Belmont Farm woods particularly). See above. If inclement weather, a course assessment will be undertaken the prior to or on the day of the race.	M	These areas will be outlined within the pre run safety briefing to all runners.	L	H&S Advisor or Race Director	Race Day	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Runners Taking Wrong Route	Distress	Map of route emailed to preregistered entrants. Map of route posted on website and at the start. Marshals and signs will be positioned at strategic points of the course. Back marker to run with slowest runner and to enable marshal to acknowledge when the last runner has progressed and can then report to Race HQ. All runners will be issued with a personal number which will be accounted for as the runner finishes. No children under 17.	L	No additional Action	L	H&S Advisor or Race Director	-	
Animals	Bites. Being chased. Causing distress to animals	No dogs will be allowed to run the race. The route will be in public areas, and therefore, most dogs will be on leads. The pre route assessment will identify other animals on the course including livestock horses etc. Inform RoW User Groups about the event and follow the IWCC ROW Guidance.	L	Any known areas of contact with animals will be included in the pre run safety briefing.	L	H&S Advisor or Race Director	Race Day	
Adverse Weather	Sunburn/sunstroke (unlikely in Feb). Hypothermia.	Advice to wear appropriate clothing etc. Cover is available at the Methodist Church Hall prior to and at Ryde Academy 6th Form Centre after the race. Water available at the start venue and finish.	M	A decision will be taken by the Race Committee to cancel the race if the weather presents too higher risk to runner or the route is not fit. Safety briefing.	L	H&S Advisor or Race Director	Race Day	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		All runners to be advised prior to race to bring suitable clothing and other items depending on weather forecast.						
Medical Provision	Delayed response to an injury. Reputational	Wight Event First Aid have been commissioned for the day. A 1st Aider team will be permanently positioned at the finish. In addition they will be providing cover at the drinks station. A Medical Plan and Medical Risk assessment is given in section 6. This is in line with UKA guidelines for small races of under 500 competitors.	L	No additional Action	L	H&S Advisor or Race Director	-	
Medical Conditions	Incident involving an adverse effect of an existing medical condition	Terms and conditions state that participants are responsible for their own medical conditions, and that these need to be disclosed on return of entry form. Disclaimer to be signed as part of registration. Medical conditions to be written on the reverse of the event number which will be attached to the front of all runner's shirt. Any significant illness/conditions identified made known prior to the race will be passed onto Wight Event First Aid.	L	No additional Action	L	H&S Advisor or Race Director	-	
Delayed start	Risk to reputation	Entry on the day only if space available – strictly limited to finish at 14:45. Race emails will be sent out prior to the race detailing registration times.	L	Announcements on race to notify runners of time to start.	L	H&S Advisor or Race Director	Race Day	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Vehicle and Runner conflict	Serious injuries	Stewards positioned to provide safety briefings on the forthcoming stretch of the race. The use of head phones is prohibited. Police and Island Roads advised of the route for information only. Marshals to be briefed what to say to runners at their location. 'Caution Runners' signs to be positioned on the route at specific locations to give ample warning to road users.	L	Safety briefing to include 'Be aware of traffic at all times and listen to marshal briefings'	L	H&S Advisor or Race Director	Race Day	
Marshal and Vehicle conflict	Serious injury	Due to the nature of their role, marshals will be positioned in locations where the runners are at most risk of getting lost or causing conflict with vehicles. 'Caution Runner' signs will be positioned on the road before each marshal location to provide prior warning to all road users. Each marshal will be briefed about their individual location and any specific risk associated with that location. The route specific RA identifies the risks at each marshalling location. All marshals will be issued with a high visible jacket which must be worn at all times the marshal is positioned on the highway.	M	Briefing to all Stewards prior to the race start.	L	H&S Advisor or Race Director	Race Day	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
On day Communications	Risk of not being able to obtain help for any reason	The use of mobile phones by marshals and race control will be the primary communication. Pre-tests to ensure signal is locations will be undertaken. Any black spots will be identified and an alternative location or means of communication will be identified/provided.	M	Briefing to all Stewards prior to the race start.	L	H&S Advisor or Race Director	Race Day	
Toilets	Reputational	There are loos at the start and finish venues.	L	Pre-race runners briefing identifies toilet locations plus on-day signs.	L	H&S Advisor or Race Director	Race Day	
Water Stations	Dehydration, litter & reputational	One water station which will be positioned at 3.3 miles. These locations have been identified within the route risk assessment at appendix 1. All cups/bottles to be removed before stewards leave the area.	M	Briefing to all Stewards prior to the race start.	L	H&S Advisor or Race Director	Race Day	
Electrical Equipment • Laptops/Tablets /Pc • Chip timing equipment	Electrocution	All electrical equipment will be either personal and only used by that person. All equipment for general use will be tested prior to use.	L	No additional Action	L	H&S Advisor or Race Director	-	
Race Start	Injury due to contact with other runners and spectators	Adequate space for up to 250 competitors before the start line.	L	No additional Action	L	H&S Advisor or Race Director	-	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Race Finish	Injury due to conflict with spectators	The areas immediately after the finishing line will be a taped funnel to ensure only the runners can gain access. This will be closed to everybody but for competitors. Access lane will be maintained for emergency vehicles and Marshals.	L	No additional Action	L	H&S Advisor or Race Director	-	
Other Local Events Affecting the Race.	Additional vehicles and pedestrians in the area.	No other events identified at time of risk assessment. Regular review of other events on this day, any events identified which may have an adverse effect will be reviewed and appropriate action taken where necessarily.	L	No additional Action	L	H&S Advisor or Race Director	-	
Lost children.	Spectator children may become lost.	Inform marshals and event officers of the following procedure - If a lost child is found by a marshal/official: Keep the child safe and inform one of the officials at Race HQs - arrange for the child to be returned to Race HQs if the parents cannot be immediately found. All officials at Race HQs and the finish to be informed (the places where parents most likely to enquire). Ask the child's name and see if a contact number can be identified from the race list, also ask the child if they have a number. Inform the Police if contact cannot be made before race close-down.	L	No additional Action	L	H&S Advisor or Race Director	-	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		<p>If a parent reports a lost child to a marshal/official: All officials at Race HQs to be contacted to see if the child has been returned there. Take their name (and that of the child), a phone number, a description of the child, where last seen and how long ago and report this to Race HQs. Race HQs will inform marshals in the vicinity to keep a look out. Inform the Police if contact cannot be made before race close-down or if the parents request it's done immediately.</p>						
Terrorism.	Runners, spectators, race officials and members of the public in the race area – explosive device, gun/knife/vehicle attack.	<p>Inform marshals and event officers of the following procedure (particularly important at the venue and road closure for the start where runners/spectators crowd together) -</p> <p>Suspicious bags/articles: If you have any reason to believe a bag or article is suspicious, do not take a chance. Immediately contact a Race HQs official who will inform the Police. Do not move, alter, open, examine or disturb the article. If possible, open windows in the immediate area to assist in venting potentially explosive gasses. Isolate the suspicious bag or article and clear the immediate area until the police arrives.</p>	L	No additional Action	L	H&S Advisor or Race Director	-	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		<p>Suspicious behaviour: Public safety is everyone's responsibility. If you see suspicious activity, report it to a Race HQs official who will inform the Police. Describe specifically what you observed, including:</p> <ul style="list-style-type: none"> • Who or what you saw; • When you saw it; • Where it occurred; and • Why you thought it was suspicious. <p>If an attack happens: Marshals and officials to get as many people as possible to do the following without jeopardising their safety –</p> <p>RUN</p> <ul style="list-style-type: none"> • Escape if you can • Consider the safest options • Is there a safe route? RUN if not HIDE • Can you get there without exposing yourself to greater danger? • Insist others leave with you • Leave belongings behind <p>HIDE</p>						

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		<ul style="list-style-type: none"> • If you cannot RUN, HIDE • Find cover from gunfire • If you can see the attacker, they may be able to see you • Cover from view does not mean you are safe, bullets go through glass, brick, wood and metal • Find cover from gunfire e.g. substantial brickwork / heavy reinforced walls • Be aware of your exits • Try not to get trapped • Be quiet, silence your phone and turn off vibrate • Lock / barricade yourself in • Move away from the door <p>TELL</p> <p>Call 999 - What do the police need to know? If you cannot speak or make a noise listen to the instructions given to you by the call taker</p> <ul style="list-style-type: none"> • Location - Where are the suspects? • Direction - Where did you last see the suspects? • Descriptions – Describe the attacker, numbers, features, clothing, weapons etc. • Further information – Casualties, type of injury, 						

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		building/area information, entrances, exits, hostages etc. <ul style="list-style-type: none"> • Stop other people entering the building/area if it is safe to do so 						

4. Route

A map is available at: <http://www.mapmyrun.com/gb/newport-eng/newport-to-ryde-multi-terrain-route-26202368>



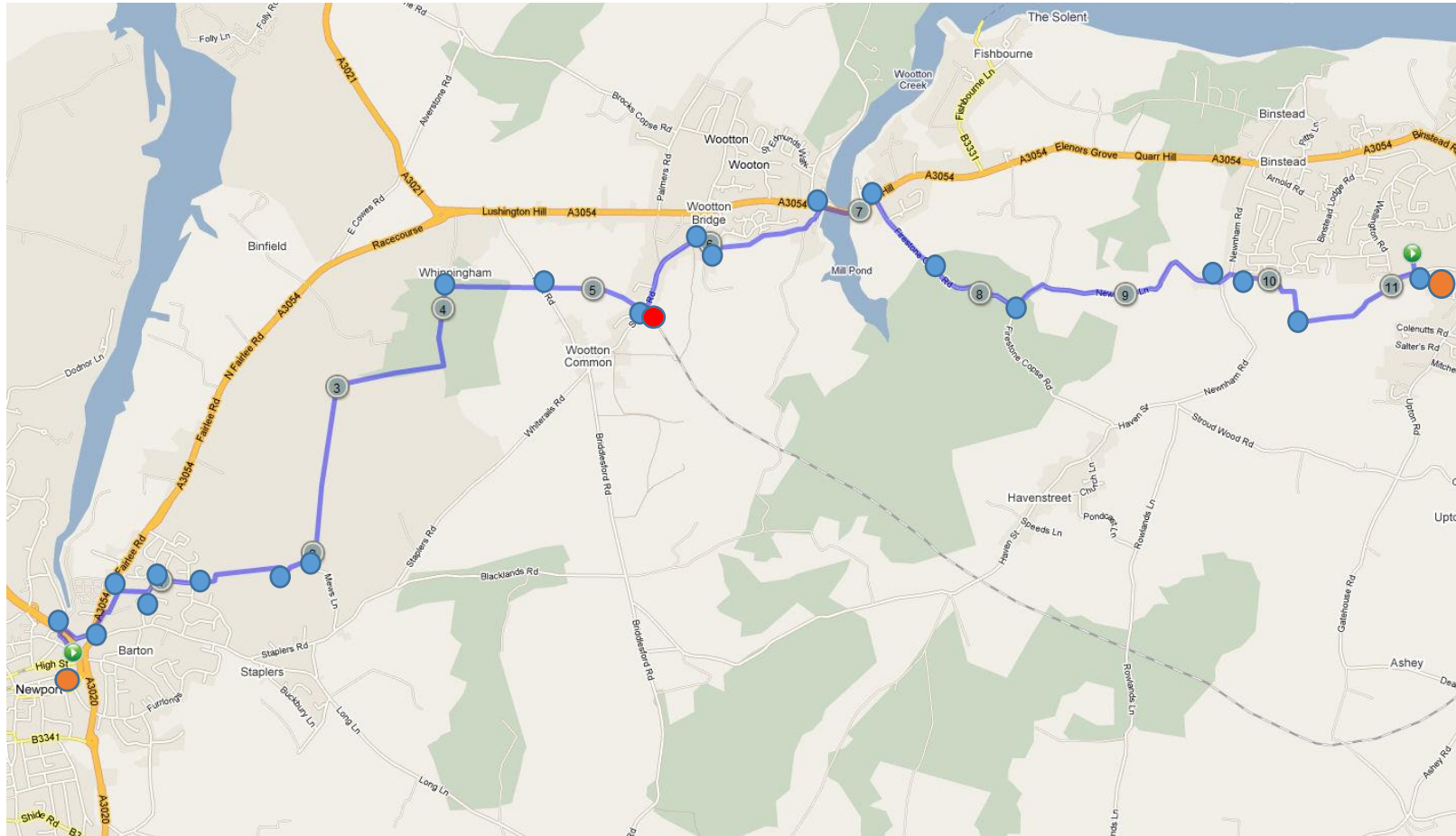
Race Marshal



Venues – Methodist Church Hall/Ryde Academy 6th Form Centre

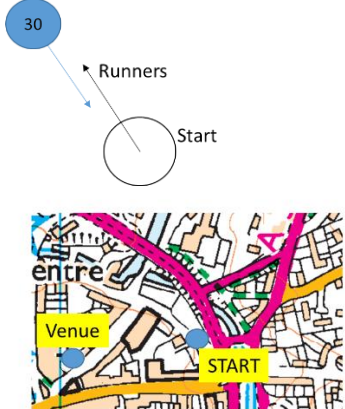
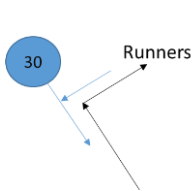
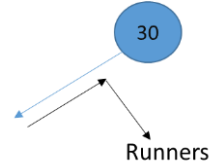


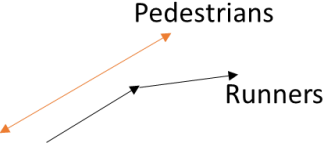
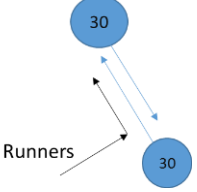
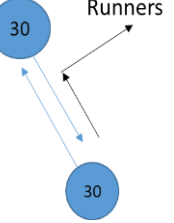
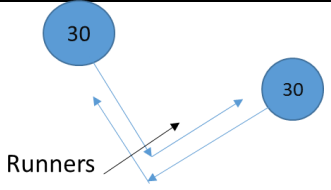
Drinks Station



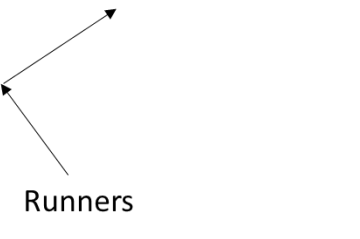
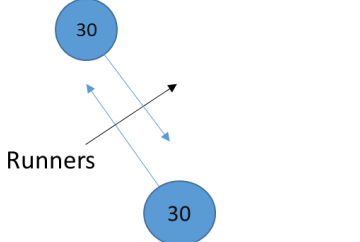
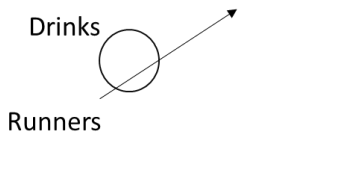
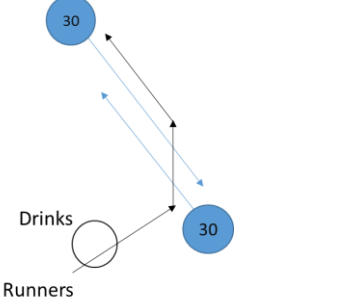


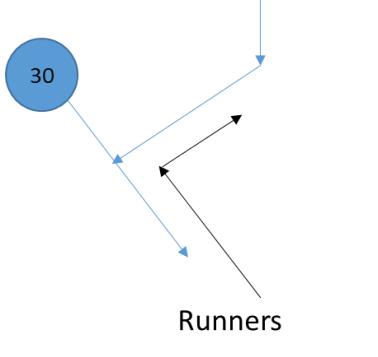
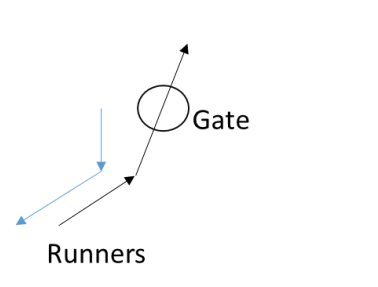
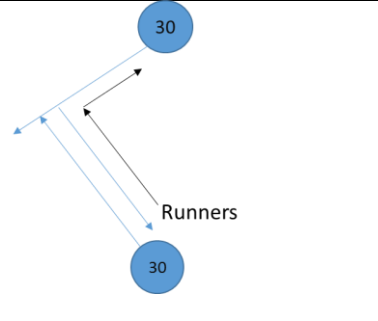
5. Specific Route Risk Assessment

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
1	Start – Sea Street, rear of IWCC offices (access road at flagpoles).		Potential conflict with Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed at car park entrance. Runners keep to right to turn into The Quay (low level of traffic).	Runners start when car park traffic clear.
2	Junction (right turn) Quay Street/Sea Street/The Quay.		Potential conflict with Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Sea Street. Runners keep to right to turn into Riverside car park – footpath/pedestrian underpass access (low level of traffic).	Marshal at Sea Street/The Quay - Directional & Traffic Liaison.
3	Junction (right turn), Riverside Centre access to car park.		Potential conflict with Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along The Quay.	Marshal at Riverside access - Directional & Traffic Liaison.

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
4	Victoria Road pedestrian underpass (runners go straight through and bear right onto Victoria Road).		Potential conflict with pedestrians	L	Runners, Pedestrians & Marshals	Marshal x1 Chief Marshal - Signage being placed at far end of underpass.	Marshal at pedestrian underpass - Directional & Pedestrian Liaison.
5	Junction (left turn) Victoria Road/Halberry Lane (runners cross to right when safe to enter Cooper Road footpath).		Passing & Oncoming Traffic – potential conflict	L	Runners & Marshals	Marshal x1 Chief Marshal - Signage being placed along Cross Lane & Halberry Lane.	Marshal at junction - Directional & Traffic Liaison. Runners cross to right when safe.
6	Junction (right turn) Halberry Lane/Footpath		Passing & Oncoming Traffic – potential conflict	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Cross Lane & Halberry Lane.	Marshal at junction - Directional & Traffic, Pedestrian Liaison.
7	Footpath exit into Cooper road (runners cross road and continue up, runners keep left).		Passing and oncoming Traffic (quiet residential road)	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Cooper Road.	Marshal at footpath exit - Directional & Traffic Liaison.

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
8	Top of Cooper road, entry to footpath No. 117.		Passing Traffic (quiet residential road). Footpath No. 117, farmer informed and will remove stock if present on race day	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Cooper Road.	Marshal at footpath No. 117 entry - Directional & RoW user Liaison.
9	New Fairlee farm (Mews Lane) – entrance to Footpath No. 116.		Potential farm access traffic	L	Runners & Marshal	Marshal x1 (at second stile) Chief Marshal – signage at farm entrance.	Marshal at footpath No. 116 entry - Directional & RoW user Liaison.
10	Junction Footpaths No. 116 and No. 113 – right turn.		Footpath No. 116, farmer informed and will remove stock if present on race day. No. 113 is Belmont woods – uneven footpath surface described in briefing notes	L	Runners & Marshal	ROW user warning & Directional arrows only.	
11	Left turn, footpath No. 113 (113 becomes 111 after 500m).		Access track – RoW users only	L	Runners	ROW user warning & Directional arrows only.	

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
12	Junction Footpaths No. 111 and No. 214 (cycleway) – right turn.		RoW users only	L	Runners & Marshals	Marshals x1 Chief Marshal – no signs, marshal advises RoW users.	Marshal at footpath junction - Directional & RoW user Liaison.
13	Park Road – road crossing.		Passing & Oncoming Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Park Road.	Marshal at road crossing - Directional & Traffic Liaison.
14	Wootton cycleway Drinks Station (before exit to Station Road)		RoW users only	L	Runners & Marshals	Marshals x4 Chief Marshal – Marshal warns RoW users.	Marshals manning drinks station. RoW user Liaison.
15	Junction Cycleway/Station Road (runners turn left and cross to right when directed).		Passing and oncoming Traffic	M	Runners & Marshal	Marshals x2 Chief Marshal - Signage being placed along Station Road.	Marshals at cycleway exit - Directional & Traffic Liaison.

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
16	Junction Station Road/Mary Rose Avenue – runners on right, turn right and remain on right (short section to new footpath to Lakeside).		Passing and exiting Mary Rose Av. Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage placed along Station Road & Mary Rose Avenue.	Marshal at junction - Directional & Traffic Liaison.
17	Junction Mary Rose Avenue/Footpath entrance to Lakeside – runners on right and turn right into footpath.		Oncoming Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Mary Rose Avenue.	Marshal at footpath entrance – Directional, RoW user & Traffic Liaison.
18	Junction Lakeside/Wootton High Street (runners turn right and keep right on pavement to Firestone Copse road).		Passing & Oncoming Traffic (low speed – hotel access road)	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Kite Hill.	Marshal at junction – Directional & Traffic Liaison.

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
19	Junction Kite Hill/Firestone Copse Road (runners cross to left when safe and keep left).		Oncoming & Exiting Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Kite Hill & Firestone Copse Road.	Marshal at junction - Directional & Traffic Liaison.
20	Left turn into Firestone Copse section (Forestry Commission permit obtained).		Passing Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Firestone Copse Road.	Marshal at entrance to woods - Directional & Traffic Liaison.
21	Left turn out of Firestone Copse into Newnham Lane, runners keep left along Newnham Lane.		Passing Traffic	L	Runners & Marshals	Marshals x1 Chief Marshal - Signage being placed along Newnham Lane.	Marshal at exit from woods - Directional & Traffic Liaison.

ID Ref	Location	Detail of Hazard		Risk Rating Level H/M/L	Persons at risk from hazard	Additional measures to reduce risk to Low.	Additional ID Ref Location Information
		Symbol	Description				
22	Junction Newnham Lane/Newnham Road (runners cross to right and turn into Footpath No. 41).		Oncoming & Passing Traffic	M	Runners & Marshals	Marshals x2 Chief Marshal - Signage being placed along Newnham Road.	Marshals at junction - Directional & Traffic Liaison.
23	Runners bear left into Footpath No. 113.		Footpath – RoW users only	L	Runners	ROW user warning & Directional arrows only.	
24	Junction Footpath Nos 113/Bridleway No. 38 (Play Lane) – runners turn left up to Playstreet Lane.		Footpath – RoW users only	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Play Lane (Bridleway No. 38).	Marshal at junction - Directional & RoW user Liaison.
25	Junction Playstreet Lane/Recreation Ground entrance – runners turn left.		Oncoming & Exiting Corbett Road Traffic	L	Runners & Marshal	Marshal x1 Chief Marshal - Signage being placed along Playstreet Lane.	Marshal at junction - Directional & Traffic Liaison.
26	Finish – route taped around football field and into Ryde Academy 6th Form Centre		Pedestrians only	L	Runners	Runners only, no access to vehicles (except Red Cross) or pedestrians. Tape and sign exclusion zone.	

6a. Newport to Ryde Multi-terrain 2019 Medical Plan

Based on 'standard criteria' in Small Races (<500 competitors) Matrix Table for race distance 8 miles, and 170 runners.

2 First Aiders (covered first aid post – BLS plus AED) based in the Finish area at Ryde Academy 6 Form Centre (Playstreet Lane, Ryde, PO33 3LF).

A medical room is available to Wight Event First Aid within the building, 1 bed to be provided (collapsible cot) for 250 runners.

2 First Aiders (with vehicle – BLS plus AED), at 3 mile drinks station.

Wight Event First Aid will have liaised with St Mary's Hospital and the Emergency services alerting them that the event is taking place.

The event, and medical cover, starts at 3:00pm. Wight Event First Aid will report to the Race Director (or nominated race committee member) at Ryde Academy 6th Form Centre prior to the start, to discuss any necessary changes due to adverse weather conditions, route diversions, and to receive contact phone numbers, details of instructions given to marshals, course details, map etc.

Wight Event First Aid have access to all areas of the course.

In the event of a marshal, passing runner, spectator, dialling 999 on discovering a competitor who has collapsed along the route, Wight Event First Aid will automatically be notified by the emergency service, and will take the necessary course of action. The emergency service will assess the seriousness of the casualty (there may be info on reverse of race number) and advise the person staying with the casualty of what to do (and what not to do e.g. call the Air Ambulance)

At the finish of the race Wight Event First Aid will report to the Race Director on any accidents/incidents that have occurred.

Medical cover ceases at race finish.

NOTE:

It is recommended for the WEFA to make contact with Ambulance Control on the day booking on and off to establish a communication link. Please use 01983 232232 this will be answered by the Ambulance Dispatcher and can be used to book on and off.

But must not be used during an emergency where 999 must be used or 111 for non-emergency clinical advice.

Race Director to ask Wight Event First Aid to do this on race day.

This number must not be shared publicly.

6b. Newport To Ryde Multi-terrain 2019 - Medical Risk Assessment

(taken from UK Athletics Medical Guidelines for Smaller Races – under 500 competitors)

RISK ASSESSMENT			SAFETY PLAN			
			Risk assessment / safety plan overlap	4. How will you put the assessment into action Remember to prioritise those hazards that are high-risk and have serious consequences		
1. What are the hazards	2. Who might be harmed & how	3a. What are you already doing (i.e. pre-event controls)	3b. What further action is required (event day controls)	4a. Action by Who	4b. Action by when	4c. When completed
GENERAL						
<p>This Risk Assessment considers Competitors, Spectators, Marshals, Officials, in the Start/Finish area and across the course.</p> <p>The Newport to Ryde Multi-Terrain event is in its 88th year. In modern times (1970 onwards for which records exist) it has a good past record for accidents, recording only a couple of very minor incidents during this time.</p> <p>There are no changes in the organisation of the event, or the course route, in 2019. The race entry limit has been reduced from 500 to 250, typically there are 170 runners in most years.</p>						

1. What are the hazards	2. Who might be harmed & how	3a. What are you already doing (ie pre-event controls)	3b. What further action is required (event day controls)	4a. Action by Who	4b. Action by when	4c. When completed
MEDICAL						
Assessment of appropriate medical cover	Competitors, spectators & volunteers	Provide first aid and medical services in accordance with UKA Good Practice Guide to Medical Services	See Medical Plan (copy Medical Plan and Medical RA to WEFA).	Race Director	Prior to booking WEFA 01-01-2019	18-12-2018
Event Arrangements and profile unchanged from previous years	-	In line with medical plan first aid post at 50% race distance (& finish), both have 2 first aiders with AED plus mobile unit.		Race Director	01-01-2019	18-12-2018
Check ability of local A&E hospital to receive casualties from event.	-	Hospital notified through WEFA & confirmed capable to receive any serious casualties	-	WEFA medical Co-ordinator	Highlight when WEFA contacted to provide cover 8-12 weeks prior to even	18-12-2018
Check ability of local NHS ambulance service trust to attend & evacuate critical casualties	-	Ambulance service trust notified formally through WEFA & confirmed capable of attending & evacuate casualties on 999 call if required.	-	WEFA medical Co-ordinator	Highlight when WEFA contacted to provide cover 8-12 weeks prior to event	18-12-2018



1. What are the hazards	2. Who might be harmed & how	3a. What are you already doing (ie pre-event controls)	3b. What further action is required (event day controls)	4a. Action by Who	4b. Action by when	4c. When completed
Ensure capability to deliver BLS plus AED (minimum) response within 8 minutes of receipt of report of injury by the event or medical team.	-	AED provided at finish & 4 miles plus mobile unit. See below for reporting procedures. Check mobile-phone reception at all marshal points.	First Aiders at 4 miles trained to deliver BLS plus AED will deploy if contacted by marshal/sweep marshal, contactable by mobile phone & WEFA radio.	Race Director	13-04-2019	
Procedures to ensure first aid in place before race start.	-	Contact phone numbers exchanged in event of problems.	WEFA first aid manager to report to race director on arrival 30 mins before race start. Race will be cancelled if first aid team do not attend.	Race Director	13-04-2019 (check week prior to event with WEFA to get contact numbers)	
Ensure effective reporting of casualties by marshals etc.	-	Generate Marshal instructions for each location. Arrange pre-race briefing for marshals.	Marshals will be deployed at approximately 2 km intervals around the course. All volunteers to be briefed on reporting of casualties to the first aid manager.	Chief Marshal	13-04-2019 (marshal notes & pre-race briefing)	
Layout & management of finish area to provide easy access for medical team to identify, treat & evacuate casualties	-	Generate finish area plan with access along-side of finish funnel.	Clear access lane to be provided for medical team along length of finish. Experienced marshals to be provided in finish area. Co-ordination of activities to be agreed in advance with medical team.	Chief Marshal/Course Director	13-04-2019	



1. What are the hazards	2. Who might be harmed & how	3a. What are you already doing (ie pre-event controls)	3b. What further action is required (event day controls)	4a. Action by Who	4b. Action by when	4c. When completed
Use public address system to communicate race day instructions to competitors	-	Generate safety notices in race details sent to runners)	Pre-start briefing with race day final safety instructions to be provided by start director to assembled competitors using hand held megaphone.	Race Director	21-01-2019 and race day briefing	10-01-2019
Transport of exhausted runners.	-	Space blankets, hot & cold blankets & mobile phone provided.	Identify marshal to do this. Note adult competitors only, so no child protection issues.	Race Director	13-04-2019	
Monitor	-		WEFA first aid manager to report any serious injuries or hospital transfers to the race director as soon as possible on race day, followed by formal written summary of casualties – based on UKA post race return form.	Race Director	20-04-2019	
De-brief & review			Race director to arrange post event medical team de-brief meeting & review.	Race Director	29-04-2019	



Notes: WEFA – Wight Event First Aid



7a. Marshalling Plan



Note: A few photos still to add.



No.	Position	Information	Marshal	Instructions	Required Items
1	Start Sea Street (back of IWCC Offices at centre of 3 flagpoles).		Marshal – Phone No. –	Direct runners along Sea Street towards Quay Street. Inform runners to keep to the right. Runners led by lead bike at this time. SZ 50214 89263	High Viz Jacket Mobile Phone Marshal Briefing Card
2	Sea Street/Quay Street Junction. 350m		Marshal – Phone No. -	Direct Runners straight on. Inform runners to keep right to turn right into Riverside. Runners led by lead bike at this time. SZ 50107 89348	High Viz Jacket Mobile Phone Marshal Briefing Card


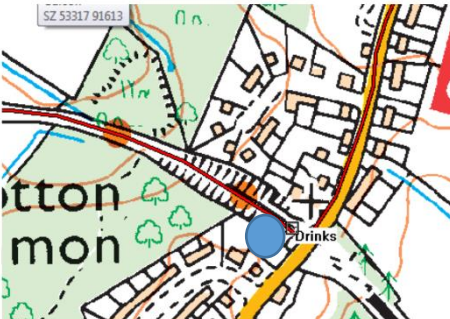
No.	Position	Information	Marshal	Instructions	Required Items
3	Riverside Centre car park entrance. 500m		Marshal – Phone No. -	Direct Runners right into Riverside Centre car park and onward to footpath. Inform runners to beware of pedestrians. Runners led by lead bike at this time (lead bike to also inform and beware of pedestrians). SZ 50159 89421	High Viz Jacket Mobile Phone Marshal Briefing Card
4	Footpath (from underpass)/Victoria Road Junction 0.36 miles		Marshal – Phone No. –	Direct Runners into Victoria Road and left towards Cross Lane. Inform runners to keep left at all times. Warn traffic in Victoria Road. SZ 50414 89521	High Viz Jacket Mobile Phone Marshal Briefing Card



No.	Position	Information	Marshal	Instructions	Required Items
5	Victoria Road/Cross Lane Junction. 0.56 miles		Marshal – Phone No. –	Direct Runners left into Cross Lane. Inform runners to cross to right when safe and inform them to keep right. Warn traffic exiting Victoria Road and in Cross Lane. SZ 50658 89646	High Viz Jacket Mobile Phone Marshal Briefing Card
6	Cross Lane/Cooper Road Footpath Junction. 0.61 miles		Marshal – Phone No. -	Direct Runners right into footpath to Cooper Road. Warn traffic Halberry Lane/Cross Lane. SZ 50696 89731	High Viz Jacket Mobile Phone Marshal Briefing Card


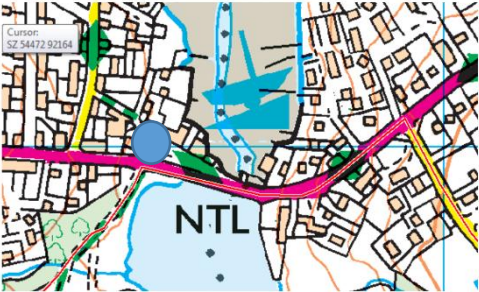
No.	Position	Information	Marshal	Instructions	Required Items
7	Exit footpath onto Cooper Road. 0.65 miles		Marshal – Phone No. -	Direct Runners straight on across Cooper Road. Inform runners to keep left at all times. Warn traffic in Cooper Road. SZ 50761 89723	High Viz Jacket Mobile Phone Marshal Briefing Card
8	Top of Cooper Road – entrance to footpath No. 117 0.80 miles		Marshal – Phone No. –	Direct Runners into footpath No. 117. Warn RoW uses of race in progress. SZ 51032 89717	High Viz Jacket Mobile Phone Marshal Briefing Card

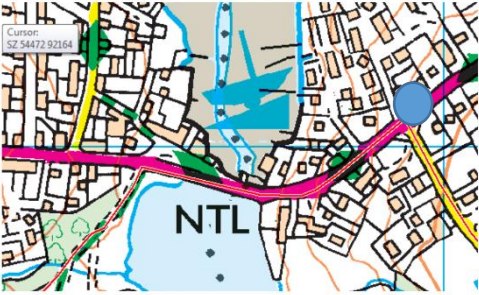
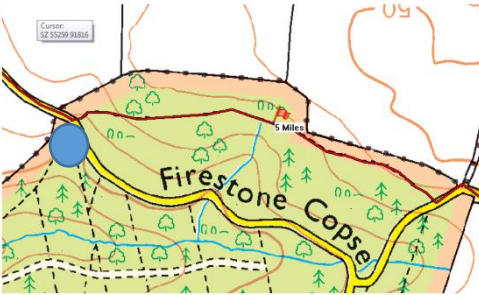
No.	Position	Information	Marshal	Instructions	Required Items
9	<p>New Fairlee Farm, Mews Lane entrance to Footpath 116.</p> <p>1.24 miles</p>		<p>Lead Marshal –</p> <p>Phone No. –</p>	<p>Runners follow signs and tape around farmyard.</p> <p>Direct Runners left into footpath No. 116.</p> <p>Warn traffic in Mews Lane and RoW users.</p> <p>SZ 51599 89814</p>	<p>High Viz Jacket</p> <p>Mobile Phone</p> <p>Marshal Briefing Card</p>
10	<p>Footpath Nos. 116/113 Junction.</p> <p>1.92 miles</p>		<p>Marshal –</p> <p>Phone No. -</p>	<p>Direct Runners right into Footpath No. 113.</p> <p>Inform RoW users about race in progress.</p> <p>SZ 51781 90900</p>	<p>High Viz Jacket</p> <p>Mobile Phone</p> <p>Marshal Briefing Card</p>

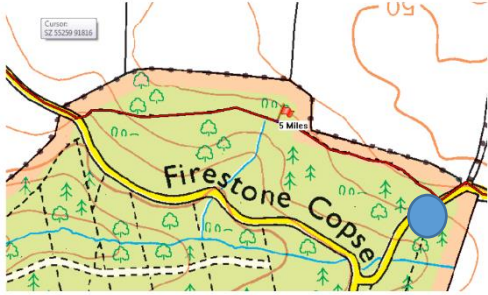

No.	Position	Information	Marshal	Instructions	Required Items
11	Left turn in Footpath No. 113. 2.32 miles		Marshal – Phone No. -	Direct Runners left keeping to footpath No. 113 (footpath No. 113 becomes No. 111 after 500m). Inform RoW users about race in progress. SZ 52402 90981	High Viz Jacket Mobile Phone Marshal Briefing Card
12	Footpath No. 111/Cycleway 214 Junction. 2.61 miles		Marshal – Phone No. -	Direct Runners right into Cycleway No 214. Inform runners to keep left on cycleway. Inform RoW users about race in progress. SZ 52412 91480	High Viz Jacket Mobile Phone Marshal Briefing Card



No.	Position	Information	Marshal	Instructions	Required Items
13	Park Road Crossing. 2.96 miles		Marshal – Phone No. –	Direct Runners across Park Road into cycleway opposite. Inform runners to keep left on cycleway. Inform traffic in Park Road. Inform RoW users about race in progress. SZ 52979 91477	High Viz Jacket Mobile Phone Marshal Briefing Card
14	Wootton Station Drinks Station. 3.35 miles		Lead Marshal – Phone No. – Note: 4 Drinks marshals.	Drinks back from Running line. SZ 53557 91381	High Viz Jacket Mobile Phone Marshal Briefing Card Table Water Cups Black Bags

No.	Position	Information	Marshal	Instructions	Required Items
15	Cycleway exit to Station Road. 3.37 miles		Marshal 1 – Phone No. – Marshal 2 – Phone No. -	Direct Runners to cross Station road and left towards Cedars Traffic Lights. Warn traffic on Station Road. Inform RoW users about race in progress. SZ 53586 91350	High Viz Jacket Mobile Phone Marshal Briefing Card
16	Station Road/Fernside Way (Mary Rose Avenue) Junction. 3.74 miles		Marshal – Phone No. -	Direct Runners left into Fernside Way (runners approach on right). Inform runners to keep right to enter footpath 100m further on. Warn traffic exiting Fernside Way. SZ 53927 91804	High Viz Jacket Mobile Phone Marshal Briefing Card

No.	Position	Information	Marshal	Instructions	Required Items
17	Fernside Way entry to Lakeside footpath. 3.79 miles		Marshal – Phone No. – Note: 5 Drinks marshals.	Direct Runners straight on into footpath. Inform runners to keep left at all times on footpath. Inform RoW users about race in progress. SZ 54007 91740	High Viz Jacket Mobile Phone Marshal Briefing Card
18	Lakeside Access/Wootton High Street Junction. 4.27 miles		Marshal – Phone No. -	Direct Runners right into Kite Hill. Inform runners to keep right until turn into Firestone Copse Road. SZ 54642 91978	High Viz Jacket Mobile Phone Marshal Briefing Card

No.	Position	Information	Marshal	Instructions	Required Items
19	Kite Hill/Firestone Copse Road Junction. 4.49 miles		Marshal – Phone No. -	Direct Runners right into Firestone Copse Road. Inform runners to cross to the left when safe then keep left at all times. Inform traffic entering/exiting Firestone Copse Road. SZ 54958 92018	High Viz Jacket Mobile Phone Marshal Briefing Card
20	Left turn into Firestone Copse (Forestry Commission Permit Obtained). 4.83 miles		Marshal – Phone No. -	Direct Runners left into Firestone Copse. Instruct them to remain on the taped path. Warn traffic entering/exiting Rowantree Drive. SZ 55313 91636	High Viz Jacket Mobile Phone Marshal Briefing Card

No.	Position	Information	Marshal	Instructions	Required Items
21	Left turn into Newnham Lane. 5.23 miles		Marshal – Phone No. -	Direct Runners left into Newnham Lane. Inform runners to keep left at all times. Warn traffic in Newnham Lane. SZ 55935 91500	High Viz Jacket Mobile Phone Marshal Briefing Card
22	Newnham Lane/Newnham Road Junction. 6.02 miles		Marshal 1 – Phone No. – Marshal 2 – Phone No. -	Direct runners across Newnham road to right hand side (to enter footpath to Dame Anthony's Common). Inform runners to keep left at all times on the footpath sections. Warn traffic on Newnham Road and entering/exiting Newnham Lane.. SZ 57022 91552	High Viz Jacket Mobile Phone Marshal Briefing Card

No.	Position	Information	Marshal	Instructions	Required Items
23	Footpath No. 113/Play Lane Junction. 6.61 miles		Marshal – Phone No. -	Direct Runners left up Play Lane. Inform runners to keep left at all times. Inform RoW users of race in progress. SZ 57817 91361	High Viz Jacket Mobile Phone Marshal Briefing Card
24	Play Lane/Recreation Ground Entrance. 6.91 miles		Marshal – Phone No. -	Direct Runners left into Recreation Ground. Runners follow taped section through to finish. Inform RoW users of race in progress. SZ 59977 92702	High Viz Jacket Mobile Phone Marshal Briefing Card

7b. Marshalling Duties – General Responsibilities

Pre-Race Briefing

The main functions of marshals are:

- a) Ensure the safety of both competitors and the general public.**
 - Observe and warn pedestrians and/or approaching traffic particularly when runners are crossing or running along a roadway.
 - Warn runners of traffic and even restrain runners from running into the road. Runners intent on a fast time or very tired may well not focus on their own safety particularly when crossing roads.
 - **PLEASE DO NOT STOP TRAFFIC**
 - Advise runners of safest way to follow route.
- b) Be a point of contact in case of emergency.**
 - Have the contact telephone numbers readily to hand. (a list will be issued to you).
 - Assess runners for injury or ability to continue. If worried, inform Race Director and include the competitor's race number.
 - Call for medical aid as appropriate, promptly if serious injury occurred (a list of required key information when calling for medical aid will be given to you). Inform Race Director immediately of any such action.
 - Know your location (including Ordnance Survey Reference). This is so that emergency services can locate you.
 - Your information sheet has Your OS reference, Key Contact telephone numbers, and list of key information required when calling for medical aid).
- c) Be a point of contact in case runners wish to drop out of race.**
 - Inform Race Director immediately that the competitor will not continue and include the competitor's race number. This is to avoid a subsequent search being made for a lost runner.
 - Ensure the competitor will be able to return to home or race headquarters safely and unaided. Otherwise, call Race Director for transport.
- d) Ensure runners don't stray from the route.**
 - Direct runners along the route, particularly where this is not clear.
- e) Encourage runners in their progress.**
 - Runners appreciate a few words of encouragement, especially when well down the field. Give them support.
- f) Be a point of contact for lost children.**
 - If you are approached by a lost child please keep the child safe and contact one of the contacts at Race HQ who will arrange to pick the child up if the parent isn't identified in the vicinity straight away.
 - If you are approached by a parent of a lost child take their name (and that of the child), a phone number, a description of the child, where last seen and how long ago. Pass on this information to one of the officials at Race HQ, direct the parent to Race HQ if the child isn't identified in the vicinity straight away.

Please bring any problems affecting runners or the execution of the race to the attention of the Race Director or Event Adjudicator.

The Key Contact List issued to all marshals gives the relevant telephone numbers.

A "Sweeper" runner, identified by a yellow tabbard, will be the last runner of the race. Please remain at your marshal location until the "Sweeper" has passed.

8. Race Progress Log

Race Start Time - 3:00pm

Note: not all marshal points report back.

Location		Lead Marshal	Lead Runner Through	Backmarker Through
1	Cooper Road/Entrance to Footpath No. 117. 0.7 Miles			
2	New Fairlee Farm/Entrance to Footpath No. 116. 1.25 Miles			
3	Junction Footpath No. 111/Cycleway No. 214. 2.6 Miles			
4	Drinks Station – Station Road/Cycleway exit. 3.3 Miles			
5	Lakeside/Wootton High Street. 4.25 Miles			
6	Firestone Copse exit/Newnham Lane. 5.2 Miles			
7	Newnham Lane/Newnham Road. 9.8Km			
8	Footpath No. 113/Bridleway No. 38 (Play Lane) 6.75 Miles			

9. Event Log

Newport to Ryde Multi-terrain Race Event Log

Time	Report by	Issue	Action Taken	Completed

Time	Report by	Issue	Action Taken	Completed

Time	Report by	Issue	Action Taken	Completed

Appendices:

- 1. Isle of Wight Safety Advisory Group**
- 2. UK Athletics Post Race Medical Return Form**

Ryde Harriers Race 20 April 2019 – Agencies Comments

The comments below have been obtain following the circulation of the Event Safety Plan submitted to the Isle of Wight Safety Advisory Group on xxxx by Mr Chris Lewis on behalf of the organisers, Ryde Harriers.

These comments have been provided by the agencies only as advice, the overall liability for the event and all matters pertaining to it remains with Ryde Harriers.

Signed:

Kevin Winchcombe
Chairman of IW Safety Advisory Group
Dated: xxxxx

Agency	Comments	Officer	Any Further Action
NHS			
FIRE			
HIGHWAYS			
IWC Emergency Management			
POLICE			

POST RACE MEDICAL RETURN FORM

Section 1 - Weather conditions on race day

Details of race day weather conditions can be obtained from the BBC Weather website:

<http://www.bbc.co.uk/weather/>

or the Met Office website:

<http://www.metoffice.gov.uk/public/weather/observations>

Ambient temperature (Deg C)	Numerical value
Wind speed (mph)	Numerical value
Other (e.g. relative humidity/sunny/overcast/raining). Please state.	Text value

Section 2 - First Aid or Medical Provision on race day

Provision numbers	Numbers
First aiders – external provider	Numerical value default 0
First aiders – event volunteers	Numerical value default 0
Cycle/motorcycle responders	Numerical value default 0
Ambulances	Numerical value default 0
Response cars	Numerical value default 0
Paramedics	Numerical value default 0
Doctors	Numerical value default 0
Defibrillators	Numerical value default 0
Nurses	Numerical value default 0
On course first aid posts	Numerical value default 0
Other, please state (e.g. physiotherapist)	Text value

Details of first aid/medical provider

Name of first aid provider (or Medical Director)	Text value
Contact phone number	Numerical value
Contact email address	Text value

Section 3 - Casualty Details

Note – before your event, inform your first aid or medical provider that you will be required to provide a casualty report to the licencing authority after the event in the format below:

Overall casualty numbers	Medical	Trauma	Totals
Competitors	Numerical value default 0	Numerical value default 0	Numerical value default 0
Spectators	Numerical value default 0	Numerical value default 0	Numerical value default 0
Volunteers (staff and contractors)	Numerical value default 0	Numerical value default 0	Numerical value default 0
Total patient contacts	Numerical value default 0	Numerical value default 0	Numerical value default 0

Medical conditions might typically include exhaustion, fainting, sickness, cardiac conditions etc. Trauma includes injuries such as blisters, abrasions, sprains, head injury etc. from trips, falls, traffic accident etc.

Serious Casualties	Numerical value default 0
Hospital transfers	Numerical value default 0
Serious collapses	Numerical value default 0
Defibrillation – number carried out	Numerical value default 0
Deaths	Numerical value default 0
Other comments For serious collapses requiring removal to hospital please state cause of collapse (e.g. cardiac, physiological, underlying condition, trauma) and location by distance on course (e.g. 1 x collapse due to suspected cardiac condition at mile 2, or finish)	Text value

Fatalities or Serious Accident Report Form

In addition to the post-race medical return above the Race Director must also report any fatality, or serious accident which requires medical treatment, to UK Athletics Health & Safety Manager as soon as possible after the event using the on-line accident and incident report form at:

<http://www.britishathletics.org.uk/governance/health-safety/what-to-do-in-the-event-of-an-accident-ordangerous-incident/online-accident-incident-report-form/>