

RISK ASSESSMENT FOR CROSS COUNTRY RACES

Event: **Devon schools AA Cross-Country Championships 2025**

Assessment carried out by **Gary Brock**

Venue: **Eastern/Exhibition Fields and Exeter Arena**

Signed



Date of Event **Saturday 18th January 2025**

Date of Risk Assessment **19th November 2024**

STEP 1 List the hazards identified	STEP 2 Recommendations for minimizing risk	STEP 3 –Action Taken
<p>COURSE e.g. tree roots, streams (flooding)</p> <p>See course map attached</p> <p>Course is grassland with forest paths. Paths contain some brambles overgrown bushes and brush wood Contains some hills. Likely to be wet in places</p>	<p>RECOMMENDATIONS e.g. taping off area, Rerouting course</p> <p>Course follows a well-marked route consisting of 2 loops as shown. It will staked out and taped off. It is well-marked. The runout from the start will be wide and straight before narrowing – 150m long. Pen not being used. 2023 saw icy conditions resulting in a 30 min delay and some rerouting. Course Safety Officer(Clerk), Event Organiser, Course Referee & Starter to liaise as necessary.</p>	<p>ACTION TAKEN</p> <p>Dave Robinson and John Winter to bring stakes and tape to the course Geoff Williams to bring his own equipment to set up the finish</p> <p>Areas of Blackthorn hedging to be cut back to prevent contact with athletes by Dave Phillips</p> <p>Signs will be put up a week before the event respectfully asking that dogs be kept under control</p> <p>Course will be carefully rechecked before first race</p>

<p>STRUCTURES e.g. damaged barriers, guide ropes to tents frayed</p> <p>Mobile Toilets near the Start</p> <p>Litter bags provided near the start, bins available on the path between clubhouse and start</p> <p>Bins provided at Exeter Arena Car-Park</p>	<p>RECOMMENDATIONS e.g. replace or remove</p> <p>Sited on large tarmac area north of the start/finish area.</p>	<p>ACTION TAKEN</p> <p>Tape/stakes obtained (as above)</p> <p>Tape/stakes obtained (as above) Course to be set up on Saturday 18th January at 8 a</p> <p>All erected/arrive immediately before the event and dismantled/leave immediately after the event Litter bags provided on the course <u>Litter clear-up as part of course 'knock down'.</u></p>
<p>COMPETITORS e.g. changing facilities, toilets. Out of bounds areas</p> <p>Athletes clothing</p> <p>Toilets</p> <p>Course Maps</p> <p>Out of Bounds Areas</p>	<p>RECOMMENDATIONS e.g. signage and advice</p> <p>Athletes informed in their selection letter and info on website about suitable attire and running shoes</p> <p>No changing facilities available at Exeter Arena</p> <p>Portaloos toilets supplied by Event Hire Solutions</p> <p>Maps & information displayed on the DSAA website and sent out to Area secretaries. A3 posters displayed at Harriers Clubhouse</p> <p>Clubhouse toilets only available for disabled access, and officials</p>	<p><u>ACTION TAKEN</u></p> <p>Portaloos toilets to be sited before the event on near the start at 8 am. Collected soon after the event</p> <p>Signage / tape in place.</p> <p>Gary Brock to print A3 copies of map/schedule. Some laminated for outdoors posting.</p> <p>Access to the clubhouse controlled</p>
<p>COMMUNICATIONS e.g. lack of signal for mobile phones</p> <p>Mobile Phone Contact</p> <p>Two Way Radios</p> <p>Result Publication</p>	<p>RECOMMENDATIONS e.g. use of two way radios</p> <p>For use by lead officials / organisers</p> <p>Results up in clubhouse approx 20 minutes after race finishes</p> <p>Results made available as soon as race finishes</p>	<p><u>ACTION TAKEN</u></p> <p>To organise athletes at the start of races and communicate as necessary</p> <p>Radios to be issued to Key Marshalls/ Officials / Medical Personnel / Event Organisers by Geoff Williams</p> <p>Duplicates of recording sheets supplied by Geoff Williams. Posted by Referee and Chief Timekeeper.</p>

<p>OFFICIALS e.g. adequate numbers, knowledge of course i.e. location of first aid Officials supplied by DAA, organised by Keith Reed Marshalls (supplied by DAA, Area school staff/parents at every junction, the start and finish and along the loops.</p>	<p>RECOMMENDATIONS e.g. briefing, signage, course map PRIOR briefing of written instructions / maps distributed via email or downloadable from DSAA website Marshalls to be issued with High Visibility vests Printed programmes/Start Lists produced for officials</p>	<p><u>ACTION TAKEN</u> Officials and marshals will attend a pre-event meeting (Race Referee Keith Reed/Clerk of the Course Geoff Williams Event referee/Clerk of the Course to ensure marshals are on site and in position</p>
<p>FIRST AID e.g. adequate numbers, access onto and off course On Course First Aid Respiratory distress</p>	<p><u>RECOMMENDATION e.g. increase numbers, signage</u> To be supplied by Dartmoor Ambulance Service Stationed at: Start / Finish Area Athletes to have their own inhalers readily available</p>	<p><u>ACTION TAKEN</u> Liaison to be through Event Organiser Gary Brock who will sign for the toilets at 8 am on the course.</p>
<p>CAR PARKING e.g. safe access, crossing course Restricted access to parking near the course start Athletes/parents to park at Exeter Arena</p>	<p>RECOMMENDATIONS e.g. rerouting access, providing signage, fluorescent vests Vehicles parking on the course for First Aid, Delivery/collection of toilets/Key Officials only Exeter Arena Car Park identified on DSAA website.</p>	<p><u>ACTION TAKEN</u> Instructions as to where to park displayed on DSAA website PRIOR to event</p>

<p>TRAFFIC MANAGEMENT</p> <p>Athletes arrive at event in family cars</p> <p>Some schools will bring minibuses</p> <p>500m walk to the course from the clubhouse</p>	<p>RECOMMENDATIONS</p> <p>Information about traffic management to be displayed on DSAA website</p> <p>Signage put up to direct athletes/parents to the course via the path next to the canal and not to walk across the rugby field.</p>	<p>ACTION TAKEN</p> <p>Marshal to help direct outside the clubhouse</p>
<p>CANCELLATION</p> <p>Normally, especially in Devon, the nature of cross-country includes competition over mixed terrain and in a wide range of atmospheric and underfoot conditions. Cancellations are unlikely to be made before the day</p>	<p>RECOMMENDATIONS</p> <p>Should weather conditions dictate, modifications will be made before each races starts, and a notice to this effect published on the event board and in the clubhouse.</p>	<p>ACTION TAKEN</p> <p>Geoff Williams and Gary Brock will action publication</p>

DEVON SCHOOLS' A.A. CROSS COUNTRY CHAMPIONSHIPS 2025

Exhibition Fields, Exeter – Saturday 18th January 2025

RACE TIMETABLE			
Time	Age Group	Route	Distance
11:30	Minor Girls	Start-ABCDE-AB-Finish	2300m
11:45	Minor Boys	Start-ABCDE-AB-Finish	2300m
12:05	Junior Girls	Start-ADE-ABCDE-AB-Finish	3300m
12:25	Junior Boys	Start-ADE-ABCDE-AB-Finish	3300m
12:45	Inter/Senior Girls	Start-2xABCDE-AB-Finish	4000m
13:15	Inter Boys	Start-ADE-2xABCDE-AB-Finish	5000m
13:45	Senior Boys	Start-2xADE-2xABCDE-AB-Finish	6000m

ALL RUNNERS SHOULD REPORT TO THE START AREA 10 MINUTES BEFORE THE SCHEDULED START TIME OF THEIR RACE

RACE NUMBERS MUST BE SECURELY ATTACHED WITH 4 SAFETY PINS TO THE FRONT OF ATHLETE'S RUNNING VEST.

ALL COMPETITOTRS ARE ADVISED TO WALK THE COURSE BEFORE THEIR RACE

PLEASE DO NOT CROSS THE RUGBY PITCHES

PLEASE DO NOT CROSS THE RUGBY PITCHES

ROUTE TO RACE REGISTRATION AND MAIN CAR PARK

DEVON AREA TEAM BASES

FINISH

START


TOILETS

RACE REFEREE:
Keith Reed (Devon AA)
MEETING MANAGER
Gary Brock (Devon SAA)

RACE REGISTRATION IN THE EXETER HARRIERS CLUBHOUSE FROM 10am
 PARKING AT EXETER ARENA EX4 8NT – **PLEASE DO NOT PARK IN RESIDENTIAL STREETS NEAR THE VENUE**
 PLEASE NOTE THE VENUE IS A PUBLIC PARK SO THERE WILL BE OTHER BONEFIDE USERS ON SITE
 PLEASE DEPOSE OF ALL RUBBISH IN THE BINS ON SITE OR TAKE AWAY WITH YOU – THANKS
INDIVIDUAL PRESENTATIONS (FIRST 3 FINISHERS) WILL TAKE PLACE IMMEDIATELY AFTER EACH RACE



RISK ASSESSMENT NOTIFICATION – CROSS COUNTRY

Name of Event:	Devon Schools AA County Cross-Country Championships 2024		
Distances:	U13s 2300m / U15s (Juniors) 3300m U17s (Inters) 4000m & 5000m / U19s (Seniors) 4000m & 600m		
Promoting Club or Organisation:	Devon Schools AA		
Date of event:	18th January 2025		
Time of start:	First Race 11:30	Estimated time of finish:	14:15
Organiser / Promoter:	Forename:	Gary	Surname: Brock
Address:			
Postcode:		E-mail:	garymedusa@gmail.com
Telephone:	07877000754		
Venue Location:	Eastern Fields Exeter/Exeter Arena		
Estimated number of participants:	500 (8 races - maximum race size 64 athletes)		
Start Area Location:	Eastern Fields near the Parking Area		
Senior Official on the day:	Keith Reed (Referee)		
Person(s) conducting Risk	Gary Brock		DSAA Chair
The First Aider / Paramedic will be trained to the required standard and provided according to the medical risk assessment			
Signed – Event Organiser /Promoter:		Date	19 th Nov 2024