

Risk Assessment 2026 ACT Schools Mountain Bike Championships

Part A
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Activity/Project: Cross Country Mountain Biking Stromlo Forest Park ACT 27 – 28 August 2026
Completed by: David Brahe (Event Director)
Reviewed by: CORC committee

	The Risk: What can happen?	Cause: How it can happen?	Impact: What is the outcome if it happens?	Description and Adequacy of Existing Controls	Likelihood Rating (a)	Consequence Rating (b)	Overall Risk Level (a+b)	eliminate WHS risks SFARP*
A	Student management of inappropriate behaviour	- Not following instructions - Unsafe actions - Disregard for other riders - Inexperience - Lack of instruction	- Personal injury - Property damage - Damage to event's reputation - Legal action against the Department	- Expectations of supervision by supervising staff/adult explained in race documents. School supervisor to be available at event centre while students are present at event. - Provide race briefing to group on expectations regarding behaviour - CORC to maintain adequate supervision on course for duration of race - Terminate rider's participation in activity if necessary - CORC provides marshals on course for accident/incident response, duty of care remains with the school supervisor - Event times are clearly advertised, no marshals are available on site or on course before or after race times. - Supervision of students before and after the event is the responsibility of participating school. Schools to follow their own processes for drop off and collection of students	2 - Unlikely	2 - Minor	4 - Low	Yes
B	Injury due to illness	Various conditions, e.g. asthma, nausea, migraine, allergy, etc	- Serious injury if not treated - Student dissatisfaction - Personal injury - Property damage - Damage to events reputation - Legal action against CORC	- Medical questionnaires completed as part of schools activity permission form, students are under the supervision of school staff at event centre and marshals whilst on course - Parent, supervising staff and rider initially determine continued participation. - Students carry personal medication - Reliable communications for emergency response - Marshals positioned on course - Emergency vehicle with access to course for quick evacuation of ill rider - Qualified first aid (St Johns) on site for duration of event - Participants are covered with insurance through MTBA.	2 - Unlikely	2 - Minor	4 - Low	Yes
C	Food Related	Food vendor causes food poisoning	- Illness - Embarrassment for vendor	Only certified business engaged to provide services	1 – Rare	2 – Minor	3 – Low	Yes
D	Vendor not available	Food or Bike mechanic not available	- No mid-race bike repairs - Student dissatisfaction	- Handle bar advised event is on - All engaged vendors to confirm their attendance 2x days prior to event, allowing alternates to be sourced	1 – Rare	2 – Minor	3 – Low	Yes

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E	Injury due to accident	- Collision – vehicle/person/animal - Loss of control - Slips and falls (riders and non-riders) - Inexperience of rider	- Personal injury - Student dissatisfaction - Property damage - Damage to events reputation - Legal action against CORC	- Track orientation and skill sessions provided - Experienced course design considers riders' differences in skill levels. - Reliable communications for emergency response - Marshals positioned on course and in event centre - Qualified first aid (St Johns) on site for duration of event for both students and members of the public - Ambulance services notified of event and location - Emergency vehicle with access to course for quick evacuation of injured rider - Participants and CORC are covered with insurance through AusCycling - No vehicle access to the Crit Track during the event (emergency vehicle exception), limited movement before and after the event in a controlled manner, for the purpose of drop off / pick up of school equipment.	3 - Possible	3 - Moderate	6 - High	Yes
F	SFP Amenities not available	SFP toilets unavailable during the event	- No toilet facilities - Participant and spectator dissatisfaction	- Alternate toilet locations available within the park - Portable toilets hired for the event	2 – Unlikely	2 – Minor	4 – Low	Yes
G	Security Event	- Stolen items - Suspicious Bag or package	- Event disruption - Event cancellation	- ACT Police called to respond to their specific instructions - All participants briefed to not leave bags and items unattended	1 – Rare	2 – Moderate	3 – Low	Yes
H	Course Issues	Part of SFP not available for use	Course Altered	- Alternate routes applied - Participants and officials notified of changes	1 – Rare	2 – Moderate	3 – Low	Yes

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I	Injury related to equipment	- Faulty equipment - Not using mandatory safety equipment - Inappropriate use of equipment - Unexpected breakage	- Personal injury - Property damage	- For injury see above injury due to illness and accident. - Track orientation and skill session offered to riders - Check list for mandatory safety equipment is provided as part of entry details. - Supervisors are asked to check compliance of their students for mandatory safety equipment and bike roadworthiness. - Training in bike safety checks offered to supervising school staff as part of the skills sessions - Riders' compliance of mandatory equipment monitored during event - Bikes are monitored during event for roadworthiness - Riders or bikes which don't meet safety requirements are disallowed entry onto course by marshal in transition area - Bike mechanics are available during the event	3 - Possible	1 - Insignificant	4 - Low	Yes
J	Communications Equipment failure	- Faulty equipment - Inappropriate equipment - Unexpected breakage - Out of range	- Unable to contact Emergency Services - Deterioration of capacity to control activity	- Appropriate communications equipment used - Equipment checked at site before commencement of activity - Access to back up battery/power source - Back-up equipment (mobile phones) can be used. Event personal have copy of important phone numbers	2 - Unlikely	2 - Minor	4 - Low	Yes
K	Damage to environment	- Damage to plants, paths - Littering - Human waste	- Loss of access to facility - Damage to event's reputation	- Course on designated mountain bike trails - Course approved by SFP management - Waste disposal (trash packs) are provided - Supervisors are required to maintain their group's area - Toilet facilities available on site	2 - Unlikely	2 - Minor	4 - Low	Yes
L	Fatigue	- Insufficient physical preparation - Over-confidence	- Poor decision making - Disorientation - Increased potential for physical injury	- Supervisors to monitor riders involvement - Course marshals to monitor riders involvement on course - Maintain adequate supervision at all times - Race conditions follow MTBA guidelines for number of consecutive laps - Race conditions allow for riders not able to complete a lap.	3 - Possible	2 - Minor	5 - Medium	Yes
M	Adverse weather	Heavy rain, strong wind, cold	- Increased accidents - Hypothermia	- Good weather forecast available - Cancel the event the day before if extreme weather likely - Race director to modify or shorten the race on the day if necessary	2 - Unlikely	3 - Moderate	5 - Medium	Yes
N	COVID transmission	Participant has COVID 19	Spread of COVID 19 at the event	full refunds offered to discourage sick participants attending	2 - Unlikely	2 - Minor	4 - Low	Yes

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O	Electrical Risk	Power cords not correctly test and tagged	- Cord not allowed to be used - Stromlo shuts the event down	- All vendors reminded that electrical equipment must be suitably test and tag in lead up communications - Failure to meet requirements will result in equipment being disconnected and not being used - Mat result in vendor unable to provide contracted services	3 - Possible	2 - Minor	5 – Medium	Yes
P	Marquees / tents Failure	Marquees / tents incorrectly tethered	- Race disruption - Student / spectator injury	- Dedicated Event village coordinator made responsible to ensure marquees and tents are correctly secured - Ensure that path ways and access is not blocked, - Maintain a strict no bike zone on the grass area outside of the pavilion - Marquees in public thoroughways (First Aid) are cordoned off with appropriate safety tape to ensure public safety - School teachers and parents reminded in pre-race communication that they are responsible for their equipment - All schools will be advised before the event via email and again through public announcements on the day to ensure tents are pegged or restrained with appropriate weights. - Tents / Marquee / Gazebos will be asked to be pulled down in the event of high wind	2 – Unlikely	2 – Minor	4 - Low	YES
Q	Lost equipment / clothing	- Participant loses clothing - Drink bottles	- Equipment left on course - Clothing and	- Lost and found items are collected by CORC officials and reported during event, made available for collection - Post event, items returned to CORC storage and participants notified - Post event arrangements made to return goods at participants expense	2 – Unlikely	1 – Insignificant	3 – Low	Yes

* so far as is reasonably practicable

Correlating Ref from first risk worksheet	Treatment/Controls to be implemented	Risk rating after treatment/ controls	Person responsible for implementing treatment/controls	Expected completion date	for Risk Management & Audit use only			
					Date Complete d	Risk and treatment/controls monitored/reviewed		Date completed
						How	When	
E Injury due to accident	- High supervision level on course and in event centre. - No unauthorised vehicle movement during the event with the Crit Track gates to be locked for the duration of the event. - Only official CORC vehicles used for transport of medical teams to a riders location via Stromlo Fire road network, no additional, unexpected vehicle movement - First aid available on site for duration of event for all race participants and event spectators, - In the event On-site ambulance required outside of event centre, Ambulance to be escorted with CORC official vehicle - Monitoring of mandatory safety equipment and bike roadworthiness through AusCycling officials, CORC officials and event staff - Brief to riders to remind riders to ride within personal limit prior to the event commencement - Marshals on every major intersection and bunting and signage used to notify the riding public that there is an event in progress	6 – High Risk	Race Director / Event Convenor	During activity				

Risk Assessment Matrix – Level of Risk

required
management attention
responsibility
procedures

>7: Extreme risk
– detailed action plan

6,7: High risk
– needs senior management attention

5: Medium risk
– specify management responsibility

<5: Low risk
– manage by routine procedures

High or Extreme risks must be reported to Senior Management and require detailed treatment plans to reduce the risk to Low or Medium.

	Numerical:	Historical:
Likelihood	>1 in 10	Is expected to occur in most circumstances
	1 in 10 - 100	Will probably occur
	1 in 100 – 1,000	Might occur at some time in the future
	1 in 1,000 – 10,000	Could occur but doubtful
	1 in 10,000 – 100,000	May occur but only in exceptional circumstances

	Consequence				
People	Injuries or ailments not requiring medical treatment.	Minor injury or First Aid Treatment Case.	Serious injury causing hospitalisation or multiple medical treatment cases.	Life threatening injury or multiple serious injuries causing hospitalisation.	Death or multiple life threatening injuries.
Reputation	Internal Review	Scrutiny required by internal committees or internal audit to prevent escalation.	Scrutiny required by external committees or ACT Auditor General's Office, or inquest, etc.	Intense public, political and media scrutiny. Eg: front page headlines, TV, etc.	Assembly inquiry or Commission of inquiry or adverse national media.
Business Process & Systems	Minor errors in systems or processes requiring corrective action, or minor delay without impact on overall schedule.	Policy procedural rule occasionally not met or services do not fully meet needs.	One or more key accountability requirements not met. Inconvenient but not client welfare threatening.	Strategies not consistent with Government's agenda. Trends show service is degraded.	Critical system failure, bad policy advice or ongoing non-compliance. Business severely affected.
Financial	1% of Budget or <\$5K	2.5% of Budget or <\$50K	> 5% of Budget or <\$500K	> 10% of Budget or <\$5M	>25% of Budget or >\$5M

		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	6	7	8	9	10
Likely	4	5	6	7	8	9
Possible	3	4	5	6	7	8
Unlikely	2	3	4	5	6	7
Rare	1	2	3	4	5	6