Event Risk Assessment

The event will be planned chiefly by Matthieu Marshall (Headington Road Runners), James Bolton (Woodstock AC) and John Griffiths (Headington Road Runners). They will be supported by members of their respective clubs as well as the Oxfordshire Cross Country League committee and other member clubs.
Each of the three organisers have experience; Matthieu as previous race director of Headington 5 and as member (now chairman) of Oxfordshire Cross Country League, James Bolton as a England Athletics Event Adjudicator and previous organiser of Woodstock 12 and John Griffiths as a previous organiser of an OXL fixture in the past.

A risk assessment has been carried out for the event taking into consideration the safety of the athletes, the organisers & officials, spectators and general public. The assessment identifies potential risks that may have an impact on safety, rating each risk on its probably and security and setting out the steps and procedures that have been put in place to minimise any risks.

Potential Risk	Arrangements and precautions
Inexperienced marshals	All marshals are provided from running clubs who are people with experience participating in and attending running events, so have reasonable knowledge of expectations from marshalling a course. marshals will be given a briefing before the race and will be overseen by the Course and marshal Director who will be an experienced race organiser. marshals will be given phone numbers of relevant individuals to contact if in need of help on the day.
Lack of marshals	The OXL through it's non host clubs will provide at least 8 volunteers to be used as marshals. Having significant membership, each host club should reasonably be able to provide at least three marshals and volunteers. marshal positions will be arranged in advance to make sure all positions are filled before the race day starts.
Adverse weather conditions - Too hot - Wet/cold	Probable weather conditions will be monitored in the week leading up to the event. Weather conditions will be communicated to clubs and athletes on social media and

	the OXL website to warn and prepare them. Should conditions be particularly poor, course amendments will be considered as well as cancellation. See cancellation conditions in Event Plan.
Traffic incidents	Signs will be posted on both approaches to the crossroads at the centre of the event, warning of an event occurring to the general public. A marshal will be present at all times at the cross roads to warn traffic and guide athletes and spectators across the road. Multiple marshals will be present in the car park field, at least one of which will be tasked with watching and guiding cars in and out of the field safely. Athlete and participant time spent on the road will be minimised, we will open the gate onto the field towards the course, allowing people to walk there instead of on the road. All marshals will wear high visibility bibs. To avoid altercations with the general public, volunteers should be told not to explicitly marshal non-race related traffic.
Lack of parking	Parking has been arranged for up to 500 cars, with overflow options. See Event Plan.
Handling of cash incidents	No cash is required for normal organisation of and participation in the event. Only the caterer may require this and will be experienced in it. It is their responsibility.
Lack of toilet facilities	10 portaloos and a urinal block will be provided and placed as near to the start/finish area as possible. At worst on the hard standing which will be less than 5 minutes walk from the start/finish and tent area.
Junior athletes getting lost	U10 and U12 races will have a hare and a tail. Marshals have line of sight for all junior courses. marshals are equipped with radios and have the phone number of the course marshal. Also see adult athletes getting lost.
Adult athletes getting lost	The course will be clearly marked using suitable arrows, tape and signage. Marshals will be positioned at critical

	junctions. Course maps are shared in advance on online and available on the day. Marshals will be able to communicate with the Course Director using radios or phones as appropriate. Marshals will remain at their designated positions until the final race tail has passed by, or they are instructed to by the Course Director.
Road crossing	Signs will be posted on both approaches to the crossroads at the centre of the event, warning of an event occurring to the general public. A marshal will be present at all times at the cross roads to warn traffic and guide athletes and spectators across the road. All marshals will wear high visibility bibs. To avoid altercations with the general public, volunteers should be told not to explicitly marshal non-race related traffic.
Lost child / vulnerable person	Also see junior athlete getting lost and adult athletes getting lost. If a missing child is reported, the Course Director and OXL Race Director will be notified immediately. The last known location will be obtained where possible and parents will be notified and kept informed. Relevant marshals will be contacted and a search coordinated. Any lost children will be directed to their club tent (if identifiable), or otherwise the start area.
Dog altercations	Dogs are permitted on site on a short, hand-held lead. Dogs must not be allowed to roam freely or left unattached. Dogs must be kept under control by a responsible adult and any dogs showing signs of aggression, distress or excessive excitement; their owners will be asked to leave the event area.