

HEALTH and SAFETY GUIDANCE for ENDURANCE OFFICIALS

A. General Considerations

An Endurance Official is defined as someone responsible for the fair promotion of competition of a cross country, road or trail race on race day, hereafter referred to as “events”.

Whilst events managed by voluntary organisations do not fall under the requirements of the Health & Safety at Work Act, they do fall under Civil Law and a Duty of Care requirement that is relevant to all those involved in, or affected by an event. UKA’s guidance for managing events safely is based upon best practice, and has a dual purpose:

1. To promote safe, well managed events and;
2. Protect organisers from potential negligence claims

Click [here](http://www.hse.gov.uk/voluntary/when-it-applies.htm) (<http://www.hse.gov.uk/voluntary/when-it-applies.htm>) for more information on the difference between civil law and Health & Safety Law.

Ultimate responsibility for Health and Safety at events rests with the Race Director / Event Manager. Officials have a duty to be aware of Health and Safety issues associated with the event and take appropriate action when necessary.

These guidance notes are designed to provide an overview to new officials and also as an aide-memoire to those with years of experience.

Whilst every event is different there are common hazards associated with events that all officials should be mindful of:

1. The Terrain

- a) Tripping hazards
- b) Slippery and icy conditions
- c) Water hazards

2. Weather

Ensure adequate and suitable clothing, including high visibility bibs or similar where required, is worn. Officials should take into account the following, bearing in mind how quickly the weather can change:

- a) Extreme weather conditions (high/low temperatures, humidity levels, windy/gale conditions, storms, heavy precipitation (rain/snow/sleet), airborne pollutants (smog/dust) leading to:
- b) Wet/muddy/icy conditions
- c) Hypothermia (Exposure)
- d) Hyperthermia (Heat Stroke)
- e) Dehydration
- f) Hyponatremia (low levels of sodium in the blood caused by excessive water consumption)

3. Communications

- a) Officials should ensure that the Race Director / Event Manager is aware of any problems. Officials may attempt to solve the problem but must report to the Race Director / Event Manager.
- b) Officials should be aware of the location of other Officials.
- c) Officials should have the means to communicate with the Race Director / Event Manager and/or other Officials.
- d) Officials should be aware of safety issues.
- e) Officials should know the general layout of the course and the location of water, medical support, spectators, etc.

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4. Temporary Structures

- a) Officials should be aware of hazards associated with the erection of temporary structures:
 - i) Equipment including splinters in wood and working at height
 - ii) Ladders, scaffolding, towers, gantries, lifting and manual handling.
- b) Any marquee, tent or temporary structure erected as part of an event should be suitable for the purpose intended, of good condition and erected by competent persons.
- c) Specialist contractors must be employed to provide marquees and tents.
- d) Where persons are erecting equipment, banners, etc. at height, a proper risk assessment should be taken and working at height regulations must be adhered to.
- e) Where heavy objects are required to be lifted Officials must be trained in correct manual handling techniques.
- f) All contractors must provide their risk assessment and insurance details in relation to their contracted work, a copy of which should be filed with the event plan.

5. Barriers and Stands

- a) The use of barriers on roads is subject to highway/roads authority and barriers must be erected by competent personnel.
- b) Raised “concert style” barriers must not be used unless monitored by trained, experienced stewards familiar with their operation.
- c) The same criteria apply equally to the erection and use of barriers in park stadia.

6. Lead and Follow-up Car

- a) Officials driving lead/follow up cars have no special rights or privileges and must always obey the Highway Code. No attempt should be made to obstruct other cars or vehicles.
- b) Whenever possible cars must be occupied by at least 2 persons so that communication by mobile phone or radio can be made.
- c) A sign should be attached to the front or rear of the car, as appropriate, warning of runners in the road. Signs must not obscure the driver’s view number plate or lights.
- d) If a motorcycle is employed then the driver should wear a high visibility jacket with a warning notice on the back.

B. Specific Considerations

1. Finish

- a) Officials should wear appropriate gloves in view of the danger of infection etc, to/from athletes.
- b) In particular care should be taken by Officials removing or retrieving timing chips, especially those attached by Velcro bands, chips may have traces of blood, etc. on them.

2. Drinks Stations

Officials should wear appropriate gloves, especially when dealing with unsealed drinks.

3. Start

- a) If involved at the start Officials should be aware of whom the Starter is.
- b) Officials should make the Starter and other Start Officials aware of any problems observed, e.g. children starting in front of adults.

4. Signs

- a) Must be of an appropriate height and fixed in positions that are highly visible to participants but do not cause any safety hazards to runners, spectators or Officials.
- b) Care must be taken in the erection of signs – where ladders are used correct safety procedures must be taken. (e.g. Working at Height)

5. Marshals

- a) The adequate training and briefing of Marshals is crucial for effective event safety.
- b) Marshals do not have the power to direct traffic and should not try to stop or control moving traffic; only a police officer in uniform has the power to do this. However, Marshals may direct competitors and warn them of any potential hazards.
- c) The Race Director / Event Manager must ensure that Marshals do not exceed their lawful powers and must warn Marshals that they are not immune from prosecution for any unlawful, inappropriate or dangerous actions.
- d) Marshals must be familiar with the event route and know all the elements of the event. The briefing must include emergency contacts, information on other route users (cars, pedestrians etc), retirement procedures, accident/incident reporting, and the location of refreshments, first aid, etc.
- e) All Marshals must wear a distinctive jacket, tabard or top.
- f) Marshals in lead or following cars must stay within the law.