



Dealing with accidents and incidents

January 2020

No one sets out intending to have an accident or be involved with an incident but within a sizeable Club these will occur.

Third party insurance is a requirement of KVelo membership.

All members should be familiar with the British Cycling guidelines and know what to do should an accident/incident occur.



<https://www.britishcycling.org.uk/knowledge/training/health-recovery/article/izn20150202-All-Cycling-Dealing-with-a-cycling-accident-0>

The club has an Incident Report form. This is available on our website under documents. www.kvelo.co.uk

The form should be completed by an appropriate person, normally the person involved in the incident or the person who took primary responsibility for resolution at the time. It may also be completed by an appropriate club committee member or event co-ordinator.

The form must be as complete as possible where injury, illness or property damage was sustained by any party during a KVelo event or activity. This includes where members of KVelo are attending a formally organised and registered event.

The form should also be used to report incidents that did not result in injury, illness, or damage – but had the potential to do so.

The form should be completed and submitted no later than three days after the accident / incident.

Completed forms go to the club Welfare Officer, Judith Fisher alaskalodge@hotmail.co.uk

The Committee of KVelo reserves the right to submit / report this incident to the Club's third party insurer in the event that it considers any claim or action may be directed towards Knottingley Velo.

Completion and submission of the form allows a retrospective review to assess risks and review Club Guidance.