**KIDICAL MASS HASSOCKS AND DITCHLING – 12 JULY 2025**

**STEWARDS NOTES AND RISK ASSESSMENT – VERSION 4: 30/06/2025**

START AND FINISH POINTS

*Ditchling – Ditchling Village Green*

*Hassocks – Adastra Park – the field next to the Playground and Bowling Green*

TIMETABLE

1. Stewards assemble in Adastra Park – on open field next to Playground and Bowling Club (Belinda + 1 Steward will be at the Village Green in Ditchling)

1.15 Final Briefing for all Stewards

1.30 Riders assemble in Ditchling and Hassocks. Check bikes. Fix flags, brief riders

1.50 Final safety briefing for riders. Riders make their way to Orchard Lane, lining up behind the lead trishaw. Slower riders at the font.

2.00 Bike train leaves from Adastra Park to Ditchling

2.30 Hassocks bike train arrives at Ditchling

2.45 Riders leave Ditchling, cycling back to Hassocks

3.30 Ride ends in Adastra Park

**ROLE OF THE STEWARDS**

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| **WHAT** | **HOW** |
| Keep the ride together | Make sure slower and younger riders are at the frontMake sure front does not stretch too far from backFront and back stewards communicate by walkie-talkieSide stewards can also relay messages front to backAvoid cars inserting themselves in to the rideFront stewards block junctions so that cars cannot enter ride (4 named stewards) |
| Avoid risk of collision with cars | Order left to right facing traffic: Child-Parent-Side StewardsSide stewards make sure parents and children are to their left and riding two abreast where appropriate |
| Avoid risk of other accidents – falls; bike vs bike; etc | Encourage parents to conduct pre-ride check of childrens bikes – Dr Bike sessions, on the day alsoKeep pace slow and steadyBrief parentsKeep talking to parents and children throughout ride |
| Keep good relations with car drivers | Explain what is going on. “Apologies, it’s just a brief disruption, to make sure this is a safe bike ride for children”Smile! De-escalateBigger junctions (e.g. Ockley Lane & Keymer Road) have two or more stewards to block traffic from different directions |
| Deal with accidents | Alert front stewards to any accident so ride can be stopped for a short whileRe-assure and comfort any injured peopleIf basic First Aid needed, ask First Aider If more is needed, make appropriate phone call |

**STEWARD NUMBERS AND ROLES**

*2 Cycling Without Age Trishaws –* one at the front of the ride, one at the back *(Bridget + 1)*

*1 Ride Leader*, (*Andy*) riding at the front and to the right of the CWA Trishaw. Ride Leader has a walkie-talkie. Ride Leader is not overtaken by anyone apart from Front Stewards at junctions (see below). Ride Leader controls pace of the ride. Ride Leader has a walkie-talkie to communicate with Back Marker

 *5 Front Stewards*, helping the Ride Leader control the front and sides of the ride and blocking junctions as appropriate – *Bethan, Kat, Moritz, Binny, Dan*

*Minimum 4 Side Stewards*, riding to the right hand side facing the traffic. Make sure other riders do not drift in to oncoming traffic. Keep the group moving. Sometimes replace Front Stewards blocking junctions, so that the Front Stewards can jump ahead to the next junction. *Duncan, Corinne, Sally, Alex, Clive, Colin, James*

*1 Back Marker*, (Keith Barnes) keeping in touch with Lead Rider by walkie-talkie as needed.

*1 Mechanic*, with repair kit

A couple of stewards are also trained First Aiders and will have a basic First Aid kits.

**Total:** *Minimum of 8 Stewards and 1 trishaw*

**GENERIC RISKS**

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| **Risk** | **Likelihood****1-5** | **Impact****1-5** | **Score** | **Mitigation** | **Residual score** |
| Not enough stewards | 2 | 5 | 10 | Recruit and train stewardsCut out Hurst bike trainCancel the whole ride | 0-5 |
| The ride breaks up and fragments | 4 | 3 | 12 | Front stewards keep a steady paceWalkie-talkie front/backSlowest & youngest riders to front | 0-5 |
| Enthusiastic children race to front or in to oncoming traffic | 4 | 4 | 16 | Front stewards control the paceBrief parents and childrenSide stewards keep group to the left | 0-5 |
| Children get tired and want to leave ride | 4 | 2 | 8 | Stewards will support parents and carers to leave the ride at appropriate points on the route | 0-5 |
| Oncoming traffic  | 3 | 5 | 15 | Side stewards shield the flanksParents to the right of children facing traffic, with stewards to the right of them | 0-5 |
| Cars conflict with ride at junctions  | 4 | 4 | 16 | Stewards block junction and keep group togetherTrain stewards | 0-5 |
| Cars overtaking the ride and then pulling in to it | 3 | 3 | 9 | Keep the group togetherSide stewards keep group to correct lane | 0-9 |
| Crash not involving a car – fall, slip, brakes etc | 3 | 4 | 12 | Keep speed lowBrief stewards and parentsFirst Aid presenceDr Bike sessionsPre-ride bike check | 0-5 |
| Bad weather – wind, heavy rain, heatwave | 3 | 3 | 9 | Keep a close eye on weather forecastRespond appropriately | 0-5 |

**DITCHLING AND HASSOCKS KIDICAL MASS – DETAILED ROUTE NOTES FOR STEWARDS**

**Plan B – changed in response to roadworks on Keymer Road**

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| **Where** | **What** | **Who** |
| **Adastra Park – field next to tennis courts, bowling green, playground** | **Riders gather for start of Kidical Mass Ride** | **Stewards make sure parents/carers check their and their childrens bikes.****Briefing for all riders.****Stewards fix flags to the bikes where it is safe** |
| 13.50 – Final Briefing. Lead Trishaw makes it’s way out of Adastra Park, to Orchard Lane. Riders follow, slower riders first. | All riders line up on Orchard Lane, behind the Lead Trishaw. | Stewards make sure riders line up behind lead trishaw on Orchard Lane |
| 14.00 – Ride departs | Right turn in to Grand Avenue. | FS block traffic in both directions |
| Jnct Grand Ave/Adastra Ave | Right turn | FS block  |
| Jnct Adastra Ave/Ockley Lane | Right turn on to fast road.  | FS block traffic in both directions |
| Approaching Jnct Ockley Lane/Keymer Road | Ride will slow down, slight hill. Some children may have to dismount. They will keep walking on road until the ride is together again at junction.  | Back marker and Front Steward to be in touch by walkie-talkie. Front Steward will slow the ride as appropriate. All stewards to help children and adults get up the hill. Possible car drivers will become i  |
| Jnct Ockley Lane/Keymer Rd – and immediate junction Keymer Road/Lodge Lane | Turn left down Keymer Road. Continue past Lodge Lane to Ditchling | 4 FS needed at front, making sure traffic coming from Lodge Lane and both directions on Keymer Road is paused while the ride lines up again on Keymer Road, heading to Ditchling |
| Keymer Road to Ditchling | Continue straight to Ditchling. Traffic can be fast on this road. | Lead Steward to ride to the right of the Front Trishaw, fully taking up the left hand lane. Lead Steward and Back Marker stay in touch to ensure the ride stays close and any overtaking cars have to overtake the ride as one unit. All other Stewards ensure that all riders stick to the left hand lane – no drifting to right.Stewards also ride ahead to keep an eye on side roads (e.g. Silverdale) and traffic exiting from there. |
| Lodge Hill Lane and Ditchling Village Green | Turn left in to Lodge Hill Lane, and immediately right in to Ditchling Village Green. Perform a wide U-turn and line up behind the Ditchling riders. | Lead Steward to make sure that the Hassocks ride links up well with the Ditchling riders. Lead Steward and Front Trishaw move back to the front of the whole group. |
| Keymer Road back to Ockley Road | Turn right on to Keymer Rd. Continue straight down Keymer Road, past Greyhound pub/Lodge Lane and Turn right down Ockley Lane. | This a repeat of the road out to Ditchling, in reverse. Keep the ride together and to the left hand lane. Block side roads as appropriate. Particular care at Lodge Lane and at right turn down Ockley Lane. Front Stewards to block Lodge Lane, Keymer Road and Ockley turning in to the ride. |
| Ockley Lane | Straight down Ockley Lane towards Adastra Ave | Lead Rider to slow the ride to 4 mph rolling down the slight hill. Stewards make sure no one strays ahead or to the right. |
| Junction Ockley Lane/Adastra Ave | Turn left down Adastra Ave |  |
| Jnct Adastra Ave/Grand Ave | Turn left down Grand Ave | FS check traffic coming down Grand Ave from left |
| Grand Ave/Kings Drive | Turn right up Kings Drive/Queens Drive | FS block Grand Ave to allow right turn |
| Queens Drive/Grand Ave | Turn left up Grand Ave |  |
| Grand Avenue/Mackie Ave | Turn left in to Mackie Ave at roundabout. Loop of Mackie Ave | FS block roundabout to avoid conflict with cars |
| Mackie Ave/Farnham Rd | Turn right | FS check all clear for right turn |
| Farnham Rd/Manor Ave | Turn right | FS check all clear for right turn |
| Manor Ave/Mackie Ave | Turn left |  |
| Mackie Ave/Grand Ave | Turn right | Roundabout. FS block and check |
| Grand Ave/Orchard Lane | Turn left | FS check that lane is clear before ride enters |
| Orchard Lane/Adastra Park | Ride down the lane. Turn left in to car park | FS check that no cars moving in car park |
| **END OF RIDE** |

**PLAN A – MIGHT HAVE TO ADJUSTED AND MIXED WITH PLAN B ON THE DAY, DEPENDING ON THE STATE OF THE ROADWORKS**

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| **Where** | **What** | **Who** |
| **Ditchling Village Green/Lodge Hill Lane** | **Riders gather for start of Ditchling Feeder ride** | **Stewards make sure rider are on the green and off the road** |
| Jnct Lodge Hill Lane/Keymer Rd | Start of ride. Turn right down Keymer Road |  Front stewards (FS) block Keymer Rd in both directions to allow riders to leave safely and turn right |
| Jnct Keymer Road/Lodge Lane (left) & Ockley Lane (right) | Complicated – two junctions in short space, heavier traffic | FS block Lodge Lane entry to Keymer Road; and Keymer Road on to Lodge Lane |
| Jnct Keymer Rd/entry to Adastra car park | Turning right in to car park. Busy car park. | FS blocks traffics coming up the hill from Hassocks centre. Another FS goes ahead to make sure there is safe entry in to car park. Ride Leader slows down and crosses in to car park when safe |
| **Adastra Park – grass area next to car park and playground** | **Riders gather. Joined by riders who arrive from Ditchling.** | **All stewards make sure riders stay off car park. All stewards make sure Ditchling riders enter the park safely, and the main ride leaves the park safely.** |
| Jnct Adastra Park/Keymer Road | Whole ride turns left out of Adastra Park Car Park and rides up hill to Jnct Ockley Lane | FS blocks traffic coming up from Hassocks. |
| Jnct Keymer Rd/Ockley Lane | Turn left down Ockley Lane | FS blocks traffic turning right into Ockley Lane |
| Jnct Ockley Lane/Adastra Ave | Turn left down Adastra Ave | No need to block |
| Jnct Adastra Ave/Oldlands Ave | Turn right up Oldlands Ave | Leader and stewards stay alert – block if needed |
| Jnct Oldlands Ave/Grand Ave | Turn left down Grand Ave | No need to block left turn |
| Roundabout Jnct Grand Ave/Mackie Ave | Turn Right up Mackie Ave | FS block Mackie and Grand Ave |
| Jnct Mackie Ave/Farnham Ave | Turn Right down Farham Ave | Quiet road probably no need to block |
| Jnct Farhnam Ave/Manor Ave | Turn Right down Manor Ave | As above |
| Jnct Manor Ave/Mackie Ave/Oak Tree Drive | Turn Right Down Mackie and immediately left down Oak Tree Drive | FS make sure Mackie and Oak Tree are clear and block if necessary |
| Oak Tree Drive/Woodsland Aven– turn left down shared used paved path, cross river, enter Woodsland Avenue | Continue down Oak Tree. Turn left down shared used paved path, cross river, enter Woodsland Ave. | Ride leader slows the ride down. Two abreast. Stop and dismount if appropriate at the bridge. |
| Roundabout – Station Approach/Keymer Road (2 directions) | Turning left down Keymer Road | Care needed. FS at front of ride. Block off Station Road and Keymer Road. |
| Jnct Keymer Rd/Downsview Rd | Turn right up Downsview Rd | FS block traffic coming up Keymer Road to enable right turn |
| Loop up and round Downsview, Bonny Wood, Ockenden Way | Downsview, Bonny Wood, Ockenden | Narrow road with parked cars. No more than 2 abreast. Quite road – not a through road. |
| Jnct Ockenden Way/Downsview | Turn Left | No need to block. |
| Jnct Downsview/Keymer Rd | Turn right | FS block Keymer Rd and Grand Avenue |
| Up Keymer Rd. Turn left in to Adastra Pk car park | Turn left | FS check car park and direct riders to grass area |
| **END OF RIDE** |

**HURSTPIERPOINT TO HASSOCKS – FEEDER RIDE (NOT GOING AHEAD IN 2025 FOLLOWING RISK ASSESSMENT BELOW)**

**SPECIFIC RISKS ON THE ROUTE**

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| **LOCATION** | **NATURE OF RISK** | **RISK MITIGATION** |
| **Hurst (South Avenue) to Hassocks (roundabout in front of Hassocks Station)** | **High risk of ride fragmenting** – two steep and relatively long hills. It is very likely that younger children and those without low gears will not be able to ride up both hills – unpredictably slowing down, wobbling and then grinding to a halt on the road. This will create a difficult and possibly dangerous situation for riders and stewards, as well as frustration for traffic in both directions. It will be difficult to safely stop and re-start the bike train in this situation. | There are 5 risks on this route:Fragmentation of route (1)Risk of head-on conflict with cars (2)Conflict with cars at junctions (3)Enthusiastic children race to front of the ride or in to the line of oncoming traffic (4)Crash not involving a car – e.g. bike on bike, brakes not being appropriately used, etc. (5)These risks cannot be adequately mitigated, given this is our first year of KM; and we cannot predict numbers of riders or stewards.The Hurst-Hassocks-Hurst road has fast-moving traffic (40 mph or faster in sections); it has steep and narrow sections; and the junctions at Stonepound, Station Approach and Station Goods Yard are complicated. All of that compounds the risks listed above.Taking all of the above in to account, we conclude, with regret, that **we will cancel the bike train from Hurst to Hassocks for this first year of KM.** |
|  | Three points where the road narrows and traffic still moves fast – therefore **risk of head-on conflict with cars.**  (1) On exit from Hurst, where road narrows and there is a contraflow traffic filter (2) The bend in the road just after the junction with New Way Lane – a blind and narrow corner, with fast traffic (3) on entering Hassocks, at the bottom of the hill and under the railway tunnel. Drivers to tend to accelerate uphill in this section and it is narrow. |
|  | **Conflict with cars at junctions** – (1) there is a risk along the whole of Wickham Hill and Hurst Road, with large houses that have drives exiting straight on to the road. That risk cannot realistically be managed. (2) There is a complex risk at Stonepound crossing. There is about 30 seconds time for the whole bike train to cross, which, given that there may be cars crossing first, will probably not be enough. This will mean either fragmenting the bike train – or stewards having to block the London Road in both directions to allow the whole bike train to cross. This will be difficult and could significantly annoy drivers. (3) The exits from North Bank, South Bank, and especially the Station Approach and Station Goods yard are problematic, with tight corners, and possibly frustrated drivers in a hurry to catch trains.  |
|  | **Enthusiastic children race to front or in to line of oncoming traffic – and – crash not involving a car.**The hill down from Stonepound Junction is relatively steep and narrow. For many children this will be the first time they are riding down a hill as steep and long as this. The lane they in is relatively narrow also. No matter how much briefing of parents and children, and no matter how well trained the stewards, this represents a risk of children not braking enough, losing control of their bikes, swerving in to traffic or in to path of other cyclists. |
| Hassocks back to Hurst | **All of the above risks are repeated on the way back.** In particular, the road up from the station roundabout to Stonepound Crossing is long, steep and narrow, with drivers often in a hurry to get to the station. |