Risk Assessment ~ Bromley Primary Schools' Cross-Country Association (BPSCCA)

Event	Bromley Primary Schools Cross Country
Date of Event	Saturday 14th November 2026

Number of persons involved	Approximately 1600 children and accompanying staff and parents.

Assessed by	Richard Edmonds, BPSCCA

Date of risk assessment	22/07/2026 – further updates below

Hazard Reference	Hazard Details	Level of Risk	Existing Controls as at 22/07/26	Further Action post 22/07/26
1.1	Pupils getting injured as they are running.	Medium	EMFS Medical Services will attend the event from 7.45am with 3 responders, one sited near the race information tent, the others on course, one on a cycle. Marshals, in high-vis vests are positioned around the course at designated points so they are in visual contact with the next marshal. There is a marshals' briefing at 8.30am where emergency contact numbers are shared. All marshals have mobile phones. If a pupil is injured during a race so they cannot continue, the marshal can ask for immediate attention from EMFS who will go to the pupil on course. EMFS Medical will contact the pupil's school and inform the race organiser – schools are asked to ensure they have provided emergency contact numbers in advance of the event for a key person form their school who will be at the event. In the event of a serious injury, EMFS will seek support from ambulance services – the park can be accessed via the Penge entrance where the gate will be manned by a BPSCCA volunteer. If a pupil requires attention at the end of the race they will go directly to the EMFS vehicle or will be dealt with by their school's staff team – schools should all have their own risk assessments. A summary of injuries is provided after the event by EMFS. Public liability insurance is taken out for the event and is confirmed by CPPT as part of the event application process.	
1.2	Pupils with medical conditions	Medium	Schools will be advised at the pre-race meeting to ensure pupils with asthma or other medical conditions have inhalers or other support as medically prescribed. Schools are advised to label asthma pumps with contact details. EMFS are provided with a list of particular medical needs from every school to support any medical treatment required. Marshals are positioned around the course at designated points and will deal with any injured runners seeking immediate medical support from the on course EMFS operative if required.	

1.3	Pupils with low levels of fitness getting into difficulty on the course.	Medium	Pupils only run a safe distance for their age. If pupils are in extreme discomfort, marshals will look after them and ensure they are returned safely to the finish. Blackheath and Bromley Harriers provide runners to encourage / support children at the rear of the race who may be walking to the finish - no pupils are left by themselves. If additional medical support is required, a marshal will contact the EMFS team. Drinks are provided for the children at the end of each race. Schools are encouraged to give children the opportunity to prepare for the event by taking part in running clubs and schools are advised to ensure children are given some indication about the nature of the course and what the race entails.	
2.1	Surface is too icy or too wet / there is risk of surrounding objects such as overhanging branches injuring runners and pupils fall, slip and injure themselves	Medium	BPSCCA team visit the course in advance to check it is safe to use. Schools are routinely advised to encourage pupils to bring appropriate footwear for muddy, slippery conditions. BPSCCA liaise with CPPT leading up to the event to ensure we are aware of any unforeseen changes to the layout of the park which might impact on the event. If for any reason, the course is deemed unsafe to use, the event will be cancelled. Safety announcements are made to pupils at the start of each race. Marshals are asked to advise parents to keep back if getting too close.	
2.2	Parents encroaching too close during the race or at the finish.	Low	Tape is placed around the course to prevent spectators encroaching into the start/finish areas. At the finish, a large holding area is demarcated which only pupils, school managers and race marshals can access. Four marshals manage the entrance into the holding area stopping parents from accessing it.	
3.1	Pupils going missing during the event.	Low	Schools are responsible for their pupils on site and taking teams to the start of each race and collecting and accounting for their pupils after they have finished. Schools are advised to have at least three volunteers managing their runners with one at the meeting point, one taking children to the starting pens and one who can wait for the children at the finish and take the children back to the school's meeting point. Pupils are told to report to team managers at the end of the race who are in the waiting area and, only when all their pupils are accounted for, leave the area to return pupils to their parents/carers. All pupils will be accounted for after each race before the next race starts. If any child cannot continue on course their school will be informed and arrangements made for the pupil's safe collection/return to their school. The emergency co-ordinator will be informed if a child is reported missing by a school or parent.	

			Schools and race marshals will continue to supervise the children whilst the race organisers and other responsible adults available check the areas near them in the park. Schools will liaise with parents about the missing child. A description of the child and circumstances in which the child has gone missing will be collated including any photographs available. If the missing child cannot be found and no later than 20 minutes after the initial missing person report the concern will be reported to the police. Police guidance will be followed and close contact maintained. All parties will be informed if at any stage the child is located. Any lost children will be asked to wait near the communication point until collected by their teacher or parent. Schools will be informed by mobile phone that one of their children is there.	
3.2	Pupils accidentally bumping into each other during the race, especially at the start, finish and at other bottlenecks.	Medium	Marshals will intervene if required to facilitate the movement of groups of children. At the start of the race, pupils are organised into school start pens. The finish is managed by a large team of volunteers with pupils waiting in lines and walking through to the waiting area once they have crossed the line.	
4.1	Intruder encroachment	Low	Marshals are positioned at numbered points around the course to prevent parents / members of public from encroaching. Additional marshals will be located at key points such as path crossings. Julie Lockton and Barry Korro are out on course throughout the event checking the marshals and responding to any additional needs if required.	
4.2	Risk of injury to persons from the catering vans.	Low	The area around the back of the catering vans is cordoned off. Catering firms comply with local authority standards, documentation including up to date public liability insurance and hygiene inspections checked by Bromley Council and sent to CPPT.	
4.2	Threat of attack	Low	Metropolitan Police Force informed of the event. All marshals to be briefed at the pre-race meeting on the day at 8.30am about counter terrorism advice provided by the Met Police and what to do if they are concerned about anything suspicious. A Met Police officer who volunteers on the day with another member of the race committee supervises the marshals on the course throughout the event until the last race has been completed. Cobra Defence advisory support has also been provided to BPSCCA. **'Run, Hide & Tell'** guidance has been promoted via PSHE Association and schools undertake as part of own safeguarding procedures. Link: http://www.npcc.police.uk/NPCCBusinessAreas/WeaponAttacksStaySafe.aspx	

			BPSCCA will respond to any local updates or concerns received from the MET Police.	
5.1	Fire risk	Low	Where a fire is identified and it is reported to a race marshal / organiser, the emergency co-ordinator will make the decision to implement the following: Emergency services would be called for serious fires and the Park Trust's park management informed. Any persons near the incident will be moved away immediately from the area at risk by marshals and the following put into place: **Before and after a race:** Pupils, parents and staff will be informed on the race public address to return to their school's meeting point, where the school will account for all their children registered and any who have just arrived. All meeting points will be in place by 7.45am. **Where a race is in progress** The race will be stopped and marshals will be informed by the course co-ordinators. Marshals will hold runners at their point and return with the children when it is safe to do so to the school meeting points where the school's register will be checked off – course co-ordinators will be advised by the emergency co-ordinator. Any other volunteers not acting as marshals will be asked to meet at the public address and wait until informed what to do next by the emergency co-ordinator. Pupils, parents and staff will be asked to wait at the meeting points for further instructions. A fire extinguisher is kept near the PA system should there be any fire which it is safe to deal with. For any serious incidents an emergency evacuation would be undertaken following the Emergency Plan and taking account of any obstructions / additional risk due to fire.	
5.2	Accidents to pedestrians walking to the event through car parks.	Low	All schools are briefed at the pre-race meeting about parking, The Penge car park has limited parking and will be manned by a BPSCCA volunteer and a Wise volunteer. The main parking for parents will be the coach park which will be managed by Wise Security. Parents will be able to walk through to the event from the coach park with their parents. Other parking is available on nearby roads from where parents and children can walk to the event. Schools are asked to encourage parents to use public transport if at all possible.	

5.3	**Covid-19 / Other significant viral outbreaks**	Low	We work in partnership with schools and Bromley and follow government guidance. The following will be put into place on the day: >Maintain good hygiene practices >No equipment is shared >Marshals around the course will ensure children keep moving and do not crowd at any point – a marshals' briefing will be held at 8.30am for all marshals. The event is held wholly outside except for the toilets. Schools may make their own decision not to attend based on their own circumstances.	



Richard Edmonds - BPSCCA, 22/07/26