

RISK ASSESSMENT

Subject of Assessment	COACH AND BUS TRAVEL		
Task/Activity	TRAVELLING WITH COUNTRY LION (NORTHAMPTON) LTD		
Assessor	JULIE BULL/DANIEL O'DELL	Location of Assessment	DEPOT

Risk Rating Matrix (RR)	Likelihood (L)		
	Severity (S)	Certain or near certain to occur (High)	Reasonably likely to occur (Medium)
Fatality; major injury or illness causing long term disability (High)	HIGH (H)	HIGH (H)	MEDIUM (M)
Injury or illness causing short term disability (Medium)	HIGH (H)	MEDIUM (M)	LOW (L)
Other injury or illness (Low)	MEDIUM (M)	LOW (L)	LOW (L)

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
1	Incompetent Drivers	Employees, Adjacent Employees, Service Users and Public	Correct licence held by driver for vehicle use Licences checked every 3 months Drivers receive specific training in vehicle type used	L	H	M	Yes
2	Distracted/fatigued drivers	Employees, Adjacent Employees, Service Users and Public	Alcohol, drugs and substance misuse strategy in place Company prohibits use of devices during journeys Routes planned to take account of regular/legal breaks Random checking of Tachographs Random Breath testing	L	H	M	Yes

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
3	Unsafe Vehicle	Employees, Adjacent Employees, Service Users and Public	Vehicle subject to servicing in accordance with manufacturers requirements Daily walk round checks undertaken by driver Defect sheets filled in by drivers Monthly checks undertaken by mechanics Vehicles submitted for MOT as legally required	L	H	M	Yes
4	Unfamiliar Route	Employees, Adjacent Employees, Service Users and Public	Route planner used to select major roads Traffic reports referred to before departure Journey time calculated to include allowances for speed limits, weather conditions and possible hold ups Some vehicles fitted with satellite navigation devices that are updated daily.	L	M	L	Yes
5	Passenger accident/injury	Service users, public, employees	Seat belt signs displayed on vehicles where seat belt are present Driver to advise when embarking and disembarking where necessary Emergency exits and fire extinguishers to be clearly marked Driver to stop vehicle (when safe to do so) if passenger behaviour is endangering the safety of others, and ring transport manager for advice Driver to ensure all passengers are seated before moving the vehicle Driver to report any accidents to passenger or vehicle (however small) to transport manager immediately	L	H	M	Yes

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
6	Safety of Children, Students and young people	Service users, public and employees	<p>All controls in place from ref 5.</p> <p>Staff to call and agree register before departure and at every stop where passengers disembark</p> <p>Staff to sit next to emergency exits and front seats wherever possible</p> <p>Staff to checks seat belts are fastened before the vehicle moves</p> <p>Staff to consult with driver before departure regarding position of emergency exits, fire extinguishers, first aid box and any other relevant safety information before departure of the vehicle.</p> <p>Staff should comply with the drivers requests regarding students behaviour.</p> <p>Driver to report any non-compliance or behaviour deemed to endanger others to the transport manager</p>	L	H	M	Yes

Hazard Ref	Additional control	Assigned to	Date Completed	L	S	RR
1	Implement annual driver assessment programme with driver awareness training when recommended	Transport manager, Traffic Managers and Team Leaders		L	M	L

Date of Assessment	01/02/20	Signature	
Review date	01/02/21		

