

BENNETT COACH TRAVEL LTD

48, St Lukes Road, Aller Park
NEWTON ABBOT, DEVON TQ12 4ND
TEL 01626 335100
EMAIL dk@bennett-coachtravel.co.uk

VAT REG. No. 223 5054 43

Generic Risk Assessment for Coach
Travel

Date: Monday, 10 August 2020

Assessment carried out by: Alan Dunkerley

Type of hazard	Risks involved	Persons Affected	Control Measures
Boarding and alighting vehicles	Personal injury: <ul style="list-style-type: none">• Slipping• Tripping• Falling	Staff and passengers	Driver must only pick up/set down at authorised pick up/set down points. Driver will use vehicle kneel facility when necessary and only when safe to do so taking into consideration the effects it may have on the vehicle. Driver must ensure entrance area, steps and aisles are kept clear of all obstructions. Driver to ensure vehicle entrance and interior are well illuminated for boarding and alighting. Driver must advise passengers to wait on pavement until vehicle has moved off before crossing the road.
Vehicles in motion	Personal injury: <ul style="list-style-type: none">• Slipping• Tripping• Falling	Staff and passengers	Driver must provide a safe, comfortable journey always by: <ul style="list-style-type: none">• Not speeding.• Observing road and traffic conditions.• Defensive driving.• Smooth driving. Driver must inform passengers to remain seated with safety belts on whilst vehicle is in motion and not to talk to the driver except in an emergency.
Luggage on board	Personal injury: <ul style="list-style-type: none">• Falling objects from overhead lockers• Aisle blocked• Exit blocked	Staff and passengers	Overhead luggage must be secure and not overweight. (7kg max.) Oversize objects or objects considered to be dangerous will be stowed in the luggage compartment lockers. No glass objects.
Luggage in lockers	Personal injury: <ul style="list-style-type: none">• Back injuries• Crush injuries• Head injuries	Staff and passengers	Luggage to be loaded by the driver and staff only. Driver undergoes Manual Handling Course as part of CPC training. Passengers or party leaders must inform driver of heavy items of luggage prior to loading. Passengers or party leaders must inform driver of any special requirements before departure. Flammable liquids will not be permitted anywhere on the vehicle.

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Vehicle on board environment	Person injury: <ul style="list-style-type: none">Sickness	Staff and passengers	Route planning in the interest of passenger safety and comfort. <ul style="list-style-type: none">Vehicles fitted with heating and air conditioning controlled by the driver.Passengers may request temperature to be adjusted.Vehicles with toilets are provided upon request.Regular stops on longer journeys.Passengers must inform the driver if feeling unwell.
Vehicle fire or breakdown	Personal injury: <ul style="list-style-type: none">Smoke inhalationBurnsHigh heat stress	Staff and passengers	Driver safety briefing prior to departing will give information as to the location of emergency exits and window hammers. Vehicles are maintained to a high standard but in the event of fire: Passengers will be urged to alight in an orderly manner. In the event of fire on a Motorway, passengers must not use emergency exit adjacent to the lanes of moving traffic unless visible flames are blocking their route and there is no other choice. Passengers and staff must move as far away from the vehicle as possible and away from moving traffic. Minimum distance 50mtrs. Emergency services will be called as soon as possible. Passenger safety is priority. Avoid risk of fire starting on board by regular tidy up.
Vehicle incident: <ul style="list-style-type: none">RTC	Personal injury: <ul style="list-style-type: none">RTC InjurySlips, trips, and falls	Staff and passengers	Safety of passengers is paramount. Driver, if able to do so, must assess the incident and take appropriate action: <ul style="list-style-type: none">Isolate the vehicle. (handbrake and engine)Check for injuries ASAPCall emergency services if necessary.Acquire witnesses.Exchange details with 3rd party. (insurance, names, and addresses)Take photographs.Take notes for future reference. (weather, lighting, and road conditions)Notify management.Report incident to the police in the event of injuries or other factors that might be an issue. (suspicion of alcohol or drugs)

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Passenger conduct	Personal injury: <ul style="list-style-type: none">• Conflicts• Slips, trips, and falls• Distracting the driver• Distracting any other road user	Staff and passengers	Teaching staff and party leaders to be responsible for the behaviour and safety conduct of passengers in their care. Driver has the right to stop the vehicle in the interest of safety of passengers and other road users. Passengers must remain forward facing, seated and safety belts must be worn for the entirety of the journey. Toilets must only be used as a matter of urgency and the driver must be made aware. Absolutely no Alcohol allowed to be consumed on board any vehicles. Passengers must not distract the driver except for the fore mentioned or any other emergency. Passengers must not attempt to distract other road users.
Driver	Infringements and Prosecution	Driver and Company	All drivers are fully qualified and MUST: <ul style="list-style-type: none">• Be CRB checked.• Carry CPC card.• Carry Tachograph records for previous 28 days.• Adhere to driver hours rules and regulations.• Carry out first use checks and report any faults found.

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