

Generic Coach Risk Assessment

Hazard	Risk	Who	Control
Boarding / Alighting Vehicle	Slips, trips, falls	Pupils, teachers	<ul style="list-style-type: none"> • Driver to ensure floor is free of obstacles, damage and trip hazards • Adequate gangway lighting • Party Leader to supervise boarding and alighting • Party Leader to remind all passengers of the need to board/alight slowly and with care • Hand luggage to be stored out of gangways
Boarding/ alighting vehicle	Impact with other vehicles	Pupils and Teachers	<ul style="list-style-type: none"> • Party leader to supervise careful boarding and alighting • Side door to be used (if available) whilst on the continent.
Luggage Loading	Sprains, strains	Pupils and teachers	<ul style="list-style-type: none"> • Only driver to load cases into luggage bay • All very heavy bags to be labelled as such • No sharp items in luggage
Overhead storage	Injury from falling objects	Pupils and teachers	<ul style="list-style-type: none"> • Maximum of 7kgs bags to be stored in overhead storage bays • No glass in overhead storage bays • Party Leader to check all bags safely stored before each journey
Coach	Breakdown	Pupils and staff	<ul style="list-style-type: none"> • Coach to be maintained in accordance with

			<p>manufacturers recommendations</p> <ul style="list-style-type: none"> • Coach to have adequate 24hr breakdown cover • Driver to have mobile telephone and procedure to follow in case of breakdown
Coach / Driver	Mechanical failure causing crash / injuries sustained in a crash	Teachers, pupils, driver	<ul style="list-style-type: none"> • Coach to be maintained as above • Coach Operator to have a Health and Safety policy • Driver to be properly trained (PSV license held) • Driver Breaks taken as per EU regulations • Drivers to be police-checked by operator • Party leader to ensure no-one distracts driver whilst vehicle is in motion • Party Leader to ensure all passengers use seat belts
Passengers behaviour	Crash caused by distracting driver	Pupils, Teachers	<ul style="list-style-type: none"> • Party leader to ensure no-one distracts driver whilst vehicle is in motion • Party Leader to ensure all passengers use seat belts

This document is NOT meant to replace your own Risk Assessment, which you should of course complete yourself. It is meant to give basic guidance ONLY.