

Longmynd Travel Limited, Established 1973 The Coach Depot, Lea Cross, Shrewsbury SY5 8HX  
 Telephone number 01743 861999 E.mail info@longmyndtravel.co.uk

Longmynd Travel Limited Comprehensive Risk Assessment for Coach Travel for School Children. August 2023 Review

Description of Hazzard	Risks	Persons Affected	Control Measures
Boarding & Alighting Vehicle	Personal Injury: <ul style="list-style-type: none"> <li>• Slips, Trips &amp; Falls.</li> </ul>	All Staff & Passengers	<ul style="list-style-type: none"> <li>• Driver to Pick up/set down in safe area</li> <li>• Driver to use the vehicle Kneel facility when necessary</li> <li>• Driver to make sure vehicle steps &amp; floor area clear</li> <li>• Driver to ensure vehicle interior well illuminated</li> <li>• Aisles not to be obstructed</li> <li>• Party leaders to inform all passengers to board in a slow controlled manner to ensure their own safety.</li> </ul>
On Board Luggage Stowage	Personal injury: <ul style="list-style-type: none"> <li>• Objects falling from height</li> <li>• Exits blocked</li> <li>• General access and egress restricted</li> </ul>	All Staff & Passengers	<ul style="list-style-type: none"> <li>• Maximum of 7kgs to be stowed over head</li> <li>• No glass objects</li> <li>• Party leader to assess all internal baggage requirements</li> <li>• Driver has the right to refuse oversize bags on board in the interest of passenger safety</li> <li>• Personal medication and dietary needs to be brought to AOL or the driver's attention before trip departure.</li> </ul>
Under vehicle stowage <ul style="list-style-type: none"> <li>• Luggage loading &amp; unloading</li> </ul>	<ul style="list-style-type: none"> <li>• Personal injury:</li> <li>• Back injuries</li> <li>• Sprains &amp; strains</li> <li>• Crush injuries</li> </ul>	All Staff & Passengers	<ul style="list-style-type: none"> <li>• Only driver to load luggage into the vehicle luggage compartment</li> <li>• Driver training – luggage Good Practice Guide</li> <li>• Passengers or party leaders must either label or make driver aware of heavy luggage</li> <li>• No sharp items</li> <li>• No flammable liquid or substances</li> <li>• LMT &amp; Driver to be informed of any special luggage requirements prior to trip departure.</li> </ul>

<p>Vehicle fires</p> <ul style="list-style-type: none"> <li>• Onboard</li> <li>• External as a result of RTC</li> </ul>	<p>Personal injury:</p> <ul style="list-style-type: none"> <li>• Smoke inhalation</li> <li>• Heat stress</li> <li>• Burns</li> </ul>	<p>All Staff &amp; Passengers</p>	<ul style="list-style-type: none"> <li>• High maintenance standards</li> <li>• Modern fleet</li> <li>• No smoking policy</li> <li>• Vehicle fitted with FF Media</li> <li>• On board detection fitted</li> <li>• Driver to maintain access &amp; egress routes</li> <li>• Emergency exits must kept clear</li> <li>• Safety brief given prior to trip departure.</li> <li>• Party leader &amp; Teacher to maintain discipline order whilst coach is in motion</li> <li>• Party leader &amp; teacher to be vigilant of ignition sources.</li> <li>• Regular vehicle tidy up</li> <li>• Emergency Procedure</li> </ul>
<p>Vehicle breakdown:</p> <ul style="list-style-type: none"> <li>• Involvement in RTC</li> <li>• System failure</li> <li>• Mechanical failure</li> </ul>	<p>Personal injury:</p> <ul style="list-style-type: none"> <li>• RTC Injuries</li> <li>• Slips, Trips &amp; Falls</li> <li>• Environment</li> </ul>	<p>All Staff &amp; Passengers</p>	<ul style="list-style-type: none"> <li>• Modern well maintained fleet &amp; extensive fleet support (24hr)</li> <li>• Action Volvo, DAF AID, OMINBUS &amp; DKV UK/European breakdown cover (24hr)</li> <li>• Drivers trained in a LMT breakdown procedures/best practices</li> <li>• Experienced drivers trained to required standard and hold appropriate licences</li> <li>• Driving times limited to legal maximums (monitored and controlled)</li> <li>• Drivers have Mobile Phones</li> <li>• Teachers to ensure appropriate clothing are taken on trips.</li> <li>• Safety of passengers is the Party leaders/Teachers priority.</li> <li>• Teachers are reminded to supply adequate pupil to teacher ratio when on trips</li> <li>• Drivers are instructed to make regular contact with the LMT Management team.</li> <li>• Wet weather and Icy Conditions procedures</li> </ul>

<p>Passenger Behaviour Passenger Safety</p>	<p>Personal injury:</p> <ul style="list-style-type: none"> <li>• Crush injuries</li> <li>• Slips, Trips &amp; Falls</li> <li>• Distraction of the driver</li> <li>• Distraction of other road users (passenger windows)</li> </ul>	<p>All Staff &amp; Passengers</p>	<p>Teachers &amp; Party Leaders to be responsible for the overall behaviour &amp; Safety of the passengers in their care</p> <ul style="list-style-type: none"> <li>• Driver has the right to stop the coach in the interest of passenger safety</li> <li>• Seatbelt must be worn at all times</li> <li>• Passengers must remain seated and forward facing at all times</li> <li>• Toilet facilities must be used only as a matter of urgency</li> <li>• Driver to be made aware of Toilet request.</li> <li>• No Alcohol to be consumed on board</li> <li>• Passengers &amp; Party leaders are responsible for any Medication needed throughout any LMT trip (LMT &amp; Driver must be informed)</li> </ul>
<p>Driver</p>	<p>Personal Injury</p>	<p>All Passengers</p>	<ul style="list-style-type: none"> <li>• All drivers are CRB Checked</li> <li>• All drivers are CPC (Driver) Trained and licensed</li> <li>• Drivers are aware of all AOL best practises</li> <li>• All drivers receive clear instruction &amp; Guidance before trip departure.</li> <li>• Breaks taken and monitored (VOSA)</li> <li>• Alcohol and drugs policy</li> </ul>

This document is NOT meant to replace any existing Risk Assessment done by the Trip, Party, and School Organiser. This Document is based SOLELY on the service that we provide and the COACHES which we supply. Longmynd Travel Limited cannot be held liable for the specific Risk Assessment required for the start & finish points of any trip. Any queries on any of the above please do not hesitate to contact Longmynd Travel Limited management team.

