

# Risk Assessment

## High Capacity surface travel for schools & colleges

### Exposure/Infection of Covid-19 Coronavirus



The following risk assessment has been compiled with consultation of employees and covers the risks associated with Coronavirus and the additional measures which we have taken at our depot and on our vehicles in order to protect our staff, customers, suppliers and visitors.

We do not accept liability for any injury to any person or damage to any property howsoever caused by failing to comply with the requirements of this risk assessment.

#### Staff

Any staff showing signs of Coronavirus (COVID-19) should not report for work and should immediately contact their immediate supervisor or a director. This also applies if any member of an employee's family living in the same household is showing any signs of COVID-19.

We have placed awareness posters regarding COVID-19 throughout our depot and on our vehicles in line with Government guidelines currently in force.

Communication – Training in person and written Staff Instructions will be issued to all staff, i.e. those returning from furlough and new members of staff.

#### Passengers

Any passengers who are showing signs of Coronavirus (COVID-19) must not travel on our services.

Any passengers who have a family member living in the same household who is showing signs of COVID-19 must not travel on our services.

**Communication - Notices on vehicles, verbal instructions by drivers, website and social media.**

#### Hazard Description

Cross Infection due to travelling in a confined space on a coach, mini-bus, or double decker bus

#### Hazard Category(ies)

#### Risk Groups

Infections  
Sickness  
Breathing Difficulties  
Fever

Employees, teachers, parents and children

#### Severity

#### Frequency

#### Likelihood

Worst case outcome – FATALITY

Medium/High

Medium/High

#### Existing Controls

All employees / passengers with a new persistent cough, high temperature, flu-like symptoms, loss of taste or smell or a noticeable change must self-isolate as per current government guidance. If someone you live with displays symptoms consistent with Covid-19 or who tests positive for Covid-19 you must self-isolate at home as per current government guidance.

Further Controls	Deadline
1. All windows and sun-roof hatches should be opened on the coaches and buses to provide ventilation, weather permitting and if available.	On-going
2. The re-circulation button on the air conditioning units in vehicles must not be used unless a disinfection and purification filter or similar is fitted.	On-going
3. All passengers must wear a face-covering/mask, to prevent the spread of the virus whilst on the vehicles. Face Mask Policy YEL.048 refers.	On-going
4. Automatic hand foam sanitiser dispensers are at the coach entrance as emergency back-up use, however parents/guardians are requested to provide individual hand sanitiser for their child for use at the start and end of each journey	On-going
5. DfE guidance stipulates students can use buses as normal in terms of capacity.	On-going
6. Any horseplay/violation of rules will result in the passenger being banned from the service.	On-going
7. Enhanced and increased vehicle cleaning on a daily basis. Deep clean by sanitizing all hard surfaces, touch points, seats and door handles, inside and out after each journey and floor mopped with anti-viral solution. Vehicles are treated every 72 hours with a high-performance antiviral solution; sometimes called 'fogging' which is effective for at least 72 hours.	On-going
8. No consumption of food and/or drinks on the vehicles.	On-going
9. Toilet facilities will be unavailable on all vehicles, additional comfort stops will be available.	On-going
10. Joint Agreement on the approach to Covid-19 with customer to be in place before travel.	On-going
11. Cashless, contactless or ID bus pass should be utilized.	On-going
12. Staff have body temperature checked on arrival at work with IR thermometer. Results logged and monitored day on day.	On-going
13. Drivers/staff are unable to physically assist vulnerable passengers with mobility needs.	On-going
14. Driver/staff welfare facilities to be made available at customer site.	On-going
15. School/College to advise passengers if new, persistent cough, high temperature, flu-like symptoms or suffer from a loss of taste or smell or noticeable change prior to travel is evident they should not attend school / college and to self-isolate as per government guidance. If someone they live with displays symptoms consistent with Covid-19 or who tests positive for Covid-19 they must self-isolate at home as per government guidance.	On-going
16. Privacy screen behind the driver should be pulled down. Screens around the driver area on buses are provided (this is not currently possible on coaches).	On-going
17. The first row of seats closest to the driver will be 'out of service'.	On-going

18. Drivers recommended to wear face mask/coverings	On-going
19. Drivers have been instructed to remain forward facing as much as possible and avoid unnecessary interaction with pupils	On-going
20. Pupils should aim to sit in the same seat each day and as far to the rear of the coach to reduce the limit of walking past occupied seats	On-going
21. We aim to retain the same driver on regular routes where resources permit	On-going
22. Continue to monitor and follow guidance provided by the DfE, associated transport bodies, government and local authorities	On-going
23. Engage with all aspects of the NHS Track and Trace process	On-going
24. Adequate supervision to ensure young children remain in their seats during the journey and enter and leave in a safe orderly manner.	On-going
25. Contingency plans should be in place if passenger exhibit Covid-19 symptoms whilst in school/college for alternative method of homeward to be in place.	On-going

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