G Abbott & Sons Generic Risk Assessment for Coach Travel

Description of hazard	Risks	Persons Affected	Control Measures
Boarding & Alighting Vehicle	Personal Injury: • Slips, Trips & Falls.	All Staff & Passengers	• Driver to Pick up/set down in safe area • Driver to use the vehicle Kneel facility when necessary • Driver to make sure vehicle steps & floor area clear • Driver to ensure vehicle interior well illuminated • Aisles not to be obstructed • Party leaders to inform all passengers to board in a slow controlled manner to ensure their own safety.
On Board Luggage Stowage	Personal injury: • Objects falling from height • Exits blocked • General access and egress restricted	All Staff & Passengers	• Maximum of 7kgs to be stowed over head • No glass objects • Party leader to assess all internal baggage requirements • Driver has the right to refuse oversize bags on board in the interest of passenger safety • **Personal medication and dietary needs to be brought to AOL or the driver's attention before trip departure.**
Under vehicle stowage • Luggage loading & unloading	Personal injury: • Back injuries • Sprains & strains • Crush injuries	All staff, Passengers & Party Leaders	• Only driver to load luggage into the vehicle luggage compartment • Driver training – luggage Good Practice Guide • Passengers or party leaders must either label or make driver aware of heavy luggage • No sharp items • No flammable liquid or substances • AOL & Driver to be informed of any special luggage requirements prior to trip departure.
Vehicle environment • Motion • Passenger movement (Restriction)	Personal injury or unwell feeling • Sickness • DVT (Deep Vein Thrombosis)	All staff & passengers	• High specification modern fleet • Experienced drivers • Route planned in the interest of passenger safety and comfort • Vehicles fitted with climate control where requested • On board toilet facilities • Regular Stops

G Abbott & Sons, Coach Proprietors, Established 1937 | Aumans House, Leeming, Northallerton, North Yorkshire, DL7 9RZ
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Description of hazard	Risks	Persons Affected	Control Measures
Vehicle fires • Onboard • External as a result of RTC	Personal injury: • Smoke inhalation • Heat stress • Burns	All staff & Passengers	• High maintenance standards • Modern fleet • No smoking policy • Vehicle fitted with FF Media • On board detection fitted • Driver to maintain access & egress routes • Emergency exits must kept clear • Safety brief given prior to trip departure. • Party leader & Teacher to maintain discipline order whilst coach is in motion • Party leader & teacher to be vigilant of ignition sources. • Regular vehicle tidy up • Emergency procedure
Vehicle breakdown: • Involvement in RTC • System failure • Mechanical failure	Personal injury: • RTC Injuries • Slips, Trips & Falls • Environment	All Staff & Passengers	• Modern well maintained fleet & extensive fleet support (24hr) • Scania/Volvo UK/European breakdown cover (24hr) • Drivers trained in a AOL breakdown procedures/best practices • Experienced drivers trained to required standard and hold appropriate licences • Driving times limited to legal maximums (monitored and controlled) • All coaches and drivers supplied with Mobile Phones • Teachers to ensure appropriate clothing are taken on trips. • Safety of passengers is the Party leaders/Teachers priority. • Teachers are reminded to supply adequate pupil to teacher ratio when on trips • Drivers are instructed to make regular contact with the AOL Management team. • Wet weather and Icy Conditions procedures

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Description of hazard	Risks	Persons Affected	Control Measures
Passenger Behaviour Passenger Safety	Personal injury: • Crush injuries • Slips, Trips & Falls • Distraction of the driver • Distraction of other road users (passenger windows)	All Staff & passengers	• Teachers & Party Leaders to be responsible for the overall behaviour & Safety of the passengers in their care • Driver has the right to stop the coach in the interest of passenger safety • Seatbelt must be worn • Passengers must remain seated and forward facing at all times • Toilet facilities must be used only as a matter of urgency • Driver to be made aware of Toilet request. • No Alcohol to be consumed on board • **Passengers & Party leaders are responsible for any Medication needed throughout any AOL trip (AOL & Driver must be informed.**
Driver	Personal injury	All Passengers	• All drivers are CRB Checked • All drivers are CPC (Driver) Trained and licensed • Drivers are aware of all AOL best practises • All drivers receive clear instruction & Guidance before trip departure. • Breaks taken and monitored (VOSA) • Alcohol and drugs policy

This document is **NOT** meant to replace any existing Risk Assessment done by the Trip, Party, and School Organiser.
This Document is based **SOLEY** on the service that we provide and the **COACHES** which we supply.
G Abbott & Sons 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 G Abbott & Sons management team.
Specific Risk Assessments are available on request for UK/European trips organised by G Abbott & Sons.
This is classed as a live document and will be constantly reviewed by the AOL Risk Management Team.

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