

Hazard	Driver	Leaders	Pupils	Others	Controls	Risk	Comments
Safety Awareness of Passengers	◆	◆	◆		<ul style="list-style-type: none"> Driver must provide briefings on basic safety provisions, welfare facilities and advise of the location of emergency exits and emergency equipment. Driver must communicate effectively with the passengers throughout the trip to inform and provide awareness of hazards as they become apparent. 	L	
Falls & Collisions with furniture / other passengers inside coach	◆	◆	◆		<ul style="list-style-type: none"> Passengers should be discouraged from leaving their seats and moving around (unless necessary) whilst the coach is in motion. It is mandatory for passengers to wear seat belts whilst seated on a moving vehicle. 	L	
Access / Egress - use of steps	◆	◆	◆		<ul style="list-style-type: none"> Driver safety briefing. Well maintained vehicle floor surfaces, step nosings, handrails, lights. Ensure that the Group Leader or another Supervisor is present by the Coach Door when pupils are entering or leaving the coach. 	L	
Access / Egress - to the coach	◆	◆	◆		<ul style="list-style-type: none"> Ensure that the Group Leader or another Supervisor is present by the Coach Door when pupils are entering or leaving the coach. Emergency Exits must not be used except in an Emergency. 	L	
Access / Egress - to the coach (whilst abroad) - vehicle door opening onto wrong side	◆	◆	◆		<ul style="list-style-type: none"> Driver to use designated drop off areas or parking spaces where possible. Driver to avoid disembarking the Group onto a trafficked road if possible. 	M	
Objects falling - from overhead luggage racks	◆	◆	◆		<ul style="list-style-type: none"> Driver to give safety briefing. Ensure heavy items are stowed in the luggage hold or under the seats. Monitor racks for inappropriate luggage or stowage. 	L	
Obstructions - in gangways	◆	◆	◆		<ul style="list-style-type: none"> Driver to give safety briefing. Ensure heavy items are stowed in the luggage hold or under the seats. Monitor aisles for obstructions and ensure emergency exit is kept clear. 	L	
Manual Handling of Luggage	◆	◆	◆		<ul style="list-style-type: none"> Drivers (and others) handling heavy luggage should take care to minimize the risk of injury to themselves (especially to the back) by observing good manual handling practice as outlined by the Johnsons Drivers Handbook. 	L	