

Hazard	Driver	Leaders	Pupils	Others	Controls	Risk	Comments
Vehicle Reversing	◆	◆	◆	◆	<ul style="list-style-type: none"> Follow procedures outlined in the Johnsons Drivers Handbook. Minimise need for reversing. Seek assistance from reliable third party. Vehicle fitted with reversing horns, camera or detectors. 	L	
Vehicle Refuelling (risk of slips and trips, risk of fire and explosion, risk of being struck by other vehicle)	◆	◆	◆		<ul style="list-style-type: none"> Passengers should not normally be in the vehicle during refuelling. If this cannot be avoided, passengers are to remain seated on vehicle while fuelling is in progress. No smoking while refuelling is in progress. Drivers wear appropriate footwear. 	L	
Access to vehicle controls and equipment (risk of tampering and unauthorised use of vehicle)	◆	◆	◆	◆	<ul style="list-style-type: none"> Remove keys when leaving the coach or otherwise when not required. Ensure that an unlocked coach is being supervised at all times. Perform Duty Checks and vehicle inspection in accordance with the Johnsons Drivers Handbook. 	L	
Roadworthiness of vehicle (risk of catastrophic vehicle failure)	◆	◆	◆	◆	<ul style="list-style-type: none"> Vehicles maintained to the highest standards in accordance with the requirements of the Vehicle Inspectorate and the CoachMarque Code of Practice to ensure that they remain safe, reliable, clean and presentable. Drivers are required to carry out Daily 'Vehicle pre-use Checks in accordance with the Johnsons Drivers Handbook. Defect reporting procedure in place. 	L	
Vehicle accident, breakdown or other major incident	◆	◆	◆	◆	<ul style="list-style-type: none"> Emergency and breakdown procedures detailed in driver's handbook in accordance with best practice, including local procedures abroad. Passengers removed to a place of safety and warning lights and triangle used. A first aid kit is provided on all vehicles. Driver has means of communication with Johnsons traffic office. 24 hour duty officer backed by Johnsons Crisis Management System. 	L	
Other road users - vehicles (risk of collision with vehicle while coach is in motion, with possible subsequent injury to staff and passengers)	◆	◆	◆	◆	<ul style="list-style-type: none"> Competent, well-trained drivers. Seatbelts fitted in accordance with legal requirements. Passengers briefed to remain seated as much as possible and to wear seatbelts. 	L	