

John Hill Coach Sales & Services Ltd		Name of Assessor(s):		Risk Rating
		John Hill		High
				Moderate 7
		Risk Assessment Reference:	Covid-19	Low 2
Activity:	Transportation of passengers			Date: 10/10/2020

What is the hazard? How might they be harmed?	Who is going to be harmed?	Risk rating	Control Measures already in place	Revised risk rating with provisions /control measures in place	Additional actions Required to Improve Control Measures
Driver exposure to covid-19 from others due to close contact and droplet transmission.	<ul style="list-style-type: none"> Employees Drivers 	High	<ul style="list-style-type: none"> Drivers are situated behind a clear Perspex screen to physically separate drivers from others to reduce transmission risk through respiratory droplets Time spent with infected person is minimal. Current guidance states infection increases when within 2 meters of an infected person for more than 15 minutes Passengers with possible covid-19 infection must wear face coverings 	Moderate	

			<p>reducing droplet transmission</p> <ul style="list-style-type: none">• Seats situated within 2 meters of the driver will be restricted from use to maintain social distancing• Forward facing seats will also be prohibited from use• Social distancing signs will be present to remind all passengers• Drivers are reminded to politely ask a passenger to step back if the driver feels they are too close to them• Drivers are advised to open the cab and other windows to increase good ventilation as stated in the guidance• Passengers are advised not to travel if they feel unwell• Hands must be washed regularly following NHS guidance, Catch it, Bin it, Kill It approach.		
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- Disposal of face masks in a lidded, double lined bin after dis-embarkment from vehicle. Hands to be washed/sanitised
- Hand sanitiser to contain at least 70% alcohol on all buses/coaches on entry and exit.
- Drivers and passengers are reminded to avoid touching face coverings and their faces with unclean hands, especially around the eyes, nose and mouth.
- Face coverings and gloves are available to all drivers.
- All passengers are strongly advised to face coverings
- Liaison with the local authority, schools, parents and students regards policies, procedures, guidance and expectations.
- Achieved the 'Good To Go accreditation'

			<ul style="list-style-type: none"> • All staff received covid-19 training • All staff declare knowledge to good health prior to each shift 		
<p>Exposure to Covid-19 due to close contact with an injured person or vulnerable passenger who requires assistance</p>	<ul style="list-style-type: none"> • Employees/Drivers • Passengers 	High	<ul style="list-style-type: none"> • If a passenger requires physical assistance and if colleagues feel competent to assist, they must wear gloves and a face mask before leaving the cab and approaching the injured person. • All PPE must then be treated as infective and disposed of into a double lined bin. Hands must then be washed following NHS Guidance or hand sanitiser if suitable hand washing facilities are unavailable. • On leaving the cab area, drivers must wear a face covering. • Achieved the 'Good To Go accreditation' • All staff received covid-19 training 	Moderate	

			<ul style="list-style-type: none"> All staff declare knowledge to good health prior to each shift 		
<p>Exposure to covid-19 due to close contact with others when travelling as a passenger on board buses.</p>	<ul style="list-style-type: none"> Employees Passengers 	High	<ul style="list-style-type: none"> Drivers should follow social distancing and keep 2 metres from others at all times Drivers are reminded to practice good personal hygiene measures Achieved the 'Good To Go accreditation' All staff received covid-19 training All staff declare knowledge to good health prior to each shift Drivers are reminded to wash hands regularly and thoroughly or use alcohol based hand sanitiser CPC Training module 4 provides suitability of passenger care and vehicle checks 	Moderate	<ul style="list-style-type: none"> To be included in the hire agreement to ensure all hirers of the vehicle are aware of such.

			<ul style="list-style-type: none"> • Drivers must wear a face covering during any situation where they leave the cab area • Forward/rear facing seats are acceptable to be used providing they are adequately distanced of at least 1m when other preventatives are in place i.e facemasks worn • Windows open to increase ventilation 		
Exposure to covid-19 due to close contact with others during breakdown recovery	<ul style="list-style-type: none"> • Employees • Passengers • Recovery Personnel 	high	<ul style="list-style-type: none"> • The driver should always follow social distancing guidelines when waiting for recovery, and remain 2 meters apart from any recovery staff and to travel back separately • 	Moderate	
Exposure to Covid-19 through handling cash and or other objects or touching surfaces on buses	<ul style="list-style-type: none"> • Employees • Passengers 	High	<ul style="list-style-type: none"> • Achieved the 'Good To Go accreditation' • All staff received covid-19 training • All staff declare knowledge to good health prior to each shift • Enhanced cleaning regime has been 	Moderate/Low	<ul style="list-style-type: none"> • Industrial UVL Fogging machine purchased and operational to sanitise all surfaces after carrying passengers. Sanitises surfaces for a 72 hour period. • To be used prior to departure .

			<p>implemented. All touch point and hard surfaces on buses are cleaned after each journey using appropriate detergents/ disinfectants and sanitisers</p> <ul style="list-style-type: none">• Introduced cleaning products suitable for disinfecting surfaces potentially contaminated with Covid-19• Drivers reminded of the particular importance of not leaving rubbish in the can during this time and only to carry essential personal items.• Hands must be washed regularly following NHS guidance, Catch it, Bin it, Kill It approach.• Hand sanitiser to contain at least 70% alcohol on all buses/coaches on entry and exit.• Lost property should be placed in a separate bag, and returned to the depot. If a passenger finds lost property, they should not handle it, and should be requested to		
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			<p>leave it where it is for the driver to deal with as above.</p> <ul style="list-style-type: none"> Guidance sought from cleaning of non-educational settings from the government. 		
<p>Lack of colleague awareness or understanding on safety measures resulting in covid-19 exposure</p>	<ul style="list-style-type: none"> Employees Passengers 	High	<ul style="list-style-type: none"> Ongoing engagement and communication on covid-19 related matters with colleagues will continue through compliance team, Wire house and local Authority. Those returning to work will be provided with guidance detailing the new safety measures currently in place prior to commencing their shift. Achieved the 'Good To Go accreditation' All staff received covid-19 training 	Moderate/Low	
<p>Clinically extremely vulnerable colleagues who are considered more at risk of covid-19</p>	<ul style="list-style-type: none"> Employees Passengers 	High	<ul style="list-style-type: none"> Those considered to be high risk individuals will remain shielded as per the government guidance 	Moderate	

			<ul style="list-style-type: none"> • Good communication will be maintained with all high-risk individuals. 		
Psychological hazards	<ul style="list-style-type: none"> • Employees • Passengers 	High	<ul style="list-style-type: none"> • Guidance on mental health and well-being has been issued to all colleagues • Compliance manager has attended a mental health first aid course and cascaded relevant information • Colleagues should raise any concerns or fears to their line managers. Where concerns are raised, they must be treated as legitimate and with respect. • Colleague support network is available to provide support and assistance relating to mental health and wellbeing to all colleagues. 	Moderate/low	
Covid-19 policies and procedures	<ul style="list-style-type: none"> • Employees • Passengers 	High	<ul style="list-style-type: none"> • Government guidance to be sought when writing all policies and procedures and updated. 	Moderate/low	

			<ul style="list-style-type: none">• Sharing of information with all schools, local authority and parents/students• Regularly reviewed as necessary.• Updates alongside guidance		
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Signed by Assessor(s) *John Hill* Position: Managing Director Date: 10/10/2020 Review Date: 10/12/2020

Updated – 10/10/2020