

Go East Anglia – General Risk Assessment Form-2015

PART A – STATUS INFORMATION

Company/Site	Area, Activity, task being assessed	Persons involved in or affected by the area, activity, task being assessed:	Assessment start date	Assessor name(s)	Assessment completion date
School Bus Services	Control of Covid – 19 and prevention of person-to-person dissemination.	<ul style="list-style-type: none"> • Bus drivers • School Children • Other bus passengers 	20/07/20	Neil Chambers	24/07/20

Job roles for those affected by this risk assessment:-

Bus drivers – people who drive buses, greet customers at the terminus and drive the bus with people on to the end of the route

Passengers – people who elect to travel by bus

PART B – BACKGROUND & GENERAL INFORMATION

This document details the hazard identification and risk assessment for all workplace areas, activities, tasks that have not been risk assessed elsewhere.

Note #

Rating of 1-3 requires no additional controls, assuming existing controls are in place & are effectively applied. Rating of 4 – 5 requires additional controls. See separate Risk Rating Table.

PART C – GENERAL HAZARDS & RISKS

Potential hazard & outcomes	Existing Controls	Current Risk Rating			New & Amended Controls (Actions MUST be Included in Part D)	Residual Risk Rating		
		L	S	RR		L	S	RR
<ul style="list-style-type: none"> School children queuing for bus service in the morning. Potential spread of Covid-19 through aerosols released if social distancing not followed whilst queuing. 	<ul style="list-style-type: none"> Communication from UK government with guidance about social distancing measures issued to UK population. Letter to be sent to schools and pupils' parents/guardians to provide a reminder about social distancing. 	3	5	15	<ul style="list-style-type: none"> On re-starting of services, bus drivers to be consulted as to any concerns identified, where appropriate co-ordination with schools and local authorities over any concerns raised, reminders issued to parents/guardians where necessary, support requested from schools/local authorities for queue marshals where significant concerns are identified. 	2	5	10
<ul style="list-style-type: none"> Social distancing on the bus Potential spread of Covid-19 through aerosols released if social distancing not followed whilst a passenger on bus service. 	<ul style="list-style-type: none"> UK government guidance communicated to population on social distancing and measures to follow whilst travelling on public transport. Passengers to wear face coverings, whilst it is a legal requirement on transport services unless they are exempt. Social distancing measures on school bus services to be implemented and adapted in line with Confederation of Public Transport (CPT) guidance for operating school bus services applicable at the time. Co-ordination with Schools and local authorities as to pupil loadings and cohorts which will be transported, where possible cohorts to be separated such as one on the upper deck and one on the lower deck. 	3	5	15	<ul style="list-style-type: none"> Continual review and adaptation of social distancing requirements in line with Department for Education, Department of Transport and Confederation of Public Transport. 	2	5	10

<ul style="list-style-type: none"> School child travelling with symptoms of Covid-19 or a high temperature, and potential for virus to be transmitted to others. 	<ul style="list-style-type: none"> UK government guidance communicated to self-isolate if have symptoms of Covid-19 or a high temperature. Passengers to wear face coverings, whilst it is a legal requirement on transport services unless they are exempt. Social distancing measures on school bus services to be implemented and adapted in line with Confederation of Public Transport (CPT) guidance for operating school bus services applicable at the time. Letter to be sent to schools, parents/guardians to remind children must not travel if have symptoms of Covid-19 or a high temperature. 	3	5	15	<ul style="list-style-type: none"> Potential to work with schools on temperature checking if considered necessary 			
<ul style="list-style-type: none"> Contact with touch points on a bus and contact with Covid-19 virus. 	<ul style="list-style-type: none"> UK government guidance communicated to wash hands with soap and hot water on a regular basis or use hand sanitiser where unable to wash hands. Letter being sent to schools and pupils parents/guardian requesting they provide children with hand sanitiser which they can use whilst on the bus. Daily clean of all touch points on a bus with disinfectant wherever possible using a disinfectant tested to EN14476 feline coronavirus. 	3	5	15	<ul style="list-style-type: none"> Cleaning and testing regimes being reviewed which includes equipment such as dry steamers, ATP testing and disinfectant fogging to be implemented where appropriate 	2	5	10

<ul style="list-style-type: none"> Transmission of Covid-19 to bus driver through aerosol released by passengers when boarding 	<ul style="list-style-type: none"> Temporary screens soft screens installed. Programme of rollout to replace soft screens with rigid plastic screens. If payment required, requested where possible by contactless payment or by exact amount. Seats within 2m of driver cordoned off. Drivers provided hand sanitiser to allow them to use where unable to wash their hands on a regular basis. Drivers provided anti-bacterial wipes to aid keeping their cab area clean. Daily clean of all touch points carried out. Drivers provided disposable gloves and washable face coverings if they wish to use. 	3	5	15	<ul style="list-style-type: none"> Completion of fixed screen programme before schools resume in September 	2	5	10
<ul style="list-style-type: none"> Members of the public using same service as school children. 	<ul style="list-style-type: none"> Members of public to follow UK government guidance on social distancing. Members of the public to wear face covering on public transport whilst a legal requirement, unless exempt. To work in-line with Confederation of Public Transport guidance for social distancing on buses and school bus services. Signage on buses to remind passengers on social distancing. Information communicated on the website, social media and radio adverts as guidance whilst travelling on a bus service. 	3	5	15	<ul style="list-style-type: none"> Continual review and adaptation of social distancing requirements in line with Department of Transport and Confederation of Public Transport. Review of average loadings on all peak journeys with vehicle types adjusted accordingly 	2	5	10
<ul style="list-style-type: none"> School children queuing for bus service at their school at the end of the day, potential transmission of Covid-19 through release of aerosols. 	<ul style="list-style-type: none"> Communication from UK government with guidance about social distancing measures issued to UK population. Letter to be sent to schools and pupils' parents/guardians to provide a reminder about social distancing. Co-ordination with schools, that they will manage and monitor bus queues in-line with social distancing. 	3	5	15	<ul style="list-style-type: none"> On re-starting of services, bus drivers to be consulted as to any concerns identified, where appropriate co-ordination with schools and local authorities over any concerns raised. 	2	5	10

<ul style="list-style-type: none"> Handling of lost property, potential of transfer of virus from items handled. 	<ul style="list-style-type: none"> Drivers provided anti-bacterial wipes to allow suitable surfaces to be wiped over. Drivers advised to wash hands on a regular basis with soap and hot water, where unable to wash hands to use hand sanitiser. Drivers provided with hand sanitiser to use. Disposable gloves made available to drivers if they wish to have a supply where they may need to handle any items. 	1	5	5	<ul style="list-style-type: none"> 			
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Use additional pages as required.


PART D – ACTIONS STATUS

Actions (from Part C)	Completion Target Date	Actual completion date, and completed by (Name & Signature)
Review and adaptation of social distancing requirements on services in line with Confederation of Public Transport guidance.	Ongoing	
Consultation with drivers on recommencement of services to identify problems with queuing and on bus seating arrangements	Ongoing	
Review of cleaning and testing regimes	31/08/2020	
Completion of fixed screen programme	31/08/2020	
Continued proactive consultation with schools	Ongoing	
Information to parents and schools	31/08/2020	
Review of average loadings on all peak journeys and adjustment of capacity provided	10/08/2020	Completed 10/08/20 - Jeremy Cooper

Further detailed assessments required (please mark with an 'X')

FIRE	COSHH	DSEAR	Man. Hand.	PUWER	LOLER	Working at height
PPE	Vehicle / pedestrians	Vehicle Routes	Noise	DSE	Young persons	Mothers
Lone working	Home working	HAV	Vehicle breakdown / response	Work related driving	Temps / Agency staff	First Aid
Winter / bad weather	Asbestos	Water / legionella	Stress	Power / hand tools	Return to work	

PART E – RISK ASSESSMENT STATUS

Manager approval	Name	Position	Signature	Date	Review date
	Jeremy Cooper	Managing Director		09/08/2020	24/08/2020

		Severity				
Risk Assessment = S x L		1 = Negligible	2 = Minor	3 = Moderate	4 = Major	5 = Catastrophic
L = likelihood	5 = Almost Certain	5	10	15	20	25
	4 = Likely	4	8	12	16	20
	3 = Possible	3	6	9	12	15
	2 = Unlikely	2	4	6	8	10
	1 = Rare	1	2	3	4	5