

**RISK ASSESSMENT FOR ST GEORGE'S CHURCH
ADULT PASTORAL ACTIVITIES – TRAVEL TO/FROM ACTIVITIES AND
HEALTH ETC. APPOINTMENTS (2018)**

HAZARD/ ACTIVITY	PERSON AT RISK	SIGNIFICANT HAZARDS	RISK*			RISK CONTROL MEASURES	RESIDUAL RISK**		
			L	S	DR		L	S	DR
Travel – car	adults , drivers/ Escorts, road users	Road accident	2	4	8	<ul style="list-style-type: none"> • Car checks are made to ensure has current MOT certificate/service history, is fitted with seat belts. • Car is to be checked for any outside damage, and the lights/electrics etc. are working correctly before departure. • All drivers and escorts are recruited through Diocesan Safer recruitment process incl. DBS check. • Drivers will hold correct driving licence to meet govt requirements https://www.gov.uk/legal-obligations-drivers-riders. • Drivers will be 25yrs + will have held full current driving licence for 2yrs+. • Children should not be transported by private car by staff or volunteers without permission given by the parents. • Children should not be transported by private car by staff or volunteers without the parent or an escort who hold a DBS that covers children present. • Appropriate travel insurance. • Weather to be checked before departure. • The car/s will travel by the shortest safest and most appropriate route to the activities and appointments. 	1	3	3

**RISK ASSESSMENT FOR ST GEORGE'S CHURCH
ADULT PASTORAL ACTIVITIES – TRAVEL TO/FROM ACTIVITIES AND
HEALTH ETC. APPOINTMENTS (2018)**

Travel	As above	Road Traffic Accident – Emergencies - Travel sickness	2	5	10	<ul style="list-style-type: none"> • Where possible, another responsible adult will accompany the driver, to assist with any emergencies. • If in an emergency the driver has to transport a vulnerable adult on their own, the vulnerable adult will sit in the back of the car. • Drivers to be made aware that they must not use mobile phone or smoke when driving, or drive under influence of alcohol or drugs. • Capacity of car/s to be checked and not to be overloaded • Seatbelts to be worn if provided. • Register of adults taken whenever they board the car – including at any stops. • Mobile phone numbers available of those being transported where possible. • Times for meeting clearly explained to adults and escorts. • Staff and volunteers to be aware of any adults prone to travel sickness. • Sick bags and water to be available. • First aid trained staff available. • Time built into travel arrangements to allow for contingencies such as sickness stops • All children up to 3 years old must be carried in a child restraint • Rear-facing baby seats must not be used in a seat protected by a front air-bag unless the air-bag has been deactivated manually or automatically • Children from aged 3 up to 135cm in height (approx 4'5") or their 12th birthday (whichever they reach first) must use baby/child seats, or booster cushions for older children • All passengers aged 13 years or older must wear an adult seat belt if available. 	1	3	3
--------	----------	---	---	---	----	--	---	---	---

RISK ASSESSMENT FOR ST GEORGE'S CHURCH ADULT PASTORAL ACTIVITIES – TRAVEL TO/FROM ACTIVITIES AND HEALTH ETC. APPOINTMENTS (2018)

General information about this event: Lifts provided by St George's Church Staff members or volunteers, to and from activities and appointments.

Points which must be undertaken prior to departure are:

- Inform all volunteers and adults of travel arrangements.
- For adults and children being transported, Gain parental consent for travel + information on health/special needs + contact details+ this available to leaders.
- Car and driver checks made.

If residential stay involved then PCC notified and agreed event and risk assessment, with PPC approval minuted

All insurances, including travel, checked to ensure full cover for trip.

Person(s) completing document:	G Woodcock	R Knowles	H Leech
Signature(s):	<i>G Woodcock</i>		
Position:	NEBOSH H & S Advisor	Assistant Pastor	Safeguarding Officer
Date completed:			
Date for revision 13/12/2020 (<i>insert date here</i>) or sooner if significant changes are made to the work area or processes			

LIKELIHOOD: (L) = Frequent (5) - Probable (4) – Occasional (3) - Improbable (2) - Remote (1)
 SEVERITY: (S) = Catastrophic (5) - Major (4) - Reportable (3) - Serious (2) - Minor (1) DEGREE
 of RISK: (DR) = Likelihood x Severity

* Numbers used are for illustrative purposes only.

** Residual risk is the level of risk that remains after suitable and sufficient control measures are introduced.