 <p>NORTH LINCOLNSHIRE COUNCIL www.northlincs.gov.uk</p>	Business Performance System (BPS)			Document Ref. No.	BPS 4.3.1.F1
	<h1>General Risk Assessment Form</h1>			Author	M. Smith
				Version	01
				Issue Date	26.04.17
				Review Date	26.04.20

Section 1: Assessment Details						
Assessment No.	01	Directorate / Service:		Operations – School Transport	Location:	Hewson House
Assessment Date:	30/11/2020	Review Date:		01/09/2021	Assessor/s Name:	Lorna Chadbourne
Activity to be Assessed:	School Transport during the Covid – 19 Pandemic					
Persons at Risk: (Delete as appropriate)		Children	Public	Contractors	Others, (Detail)	School Staff

Section 2: Key / Guidance			
L	Likelihood (1 to 5) - See Section 6, Risk Factor Scoring Matrix.	ER	Existing Risk - Evaluation of the risk with existing control measure in place.
S	Severity (1 to 5) - See Section 6, Risk Factor Scoring Matrix.	RR	Residual Risk - Evaluation of risk following implementation of additional actions required due to unacceptable level of existing risk.

Please note: Latest Government Guidance link attached in 'Actions' below

Section 3: Risk Assessment									
Identify the Hazards:	How Could Harm Result from the Hazard:	Current Control Measures:	Existing Risk: (L x S = ER)			Additional Control Measures Required:	Residual Risk: (L x S = RR)		
			L	S	ER		L	S	RR
Transmission of Coronavirus at bus stops	Public Health England have endorsed the removal of the need for maximising distancing and minimising mixing from 19 th July 2021.	North Lincolnshire Council School Transport Department are not responsible for the behaviour of students at bus stops. This is parental responsibility.				There are no longer any restrictions in place at bus stops.			

Transmission of Coronavirus as student board or alight the vehicle.	There are no longer any restrictions on maximising distance and minimising mixing, however, good hand hygiene advise is still in place.	Hand sanitisers have been available on entry to all buses.			<p>Children and schools will be advised that the wearing of face coverings on school buses should still be adhered to after the 19th July 2021 until further notice.</p> <p>Children should be encouraged to keep good hand hygiene habits and encouraged to use soap and running water or hand sanitisers regularly.</p>			
Transmission of Coronavirus by students touching the safety rails whilst boarding or alighting the bus.	There are no longer any restrictions on maximising distance and minimising mixing, however, good hand hygiene advise is still in place.	Hand sanitisers have been available on entry to all buses.			<p>Children and schools will be advised that the wearing of face coverings on school buses should still be adhered to after the 19th July 2021 until further notice.</p> <p>Children should be encouraged to keep good hand hygiene habits and encouraged to use soap and running water or hand sanitisers regularly.</p>			
Transmission of Coronavirus by sitting too close together.	There are no longer any restrictions on maximising distance and minimising mixing, but unnecessary risks such as overcrowding should be minimised.	<p>We will continue to load buses only to capacity and not knowingly overload buses.</p> <p>Bus companies should ensure they use the correct size bus, as per their contract at all times.</p> <p>It is not often that all the children allocated to a route will travel at the same time. However, we must be prepared for this eventuality.</p>			<p>Children and schools will be advised that the wearing of face coverings on school buses should still be adhered to after the 19th July 2021 until further notice.</p> <p>Students should stay seated throughout the journey.</p> <p>The driver should check that there are only the correct number of children per seat and that they are not trying to squeeze onto a seat to sit with friends. If the driver finds that children are sitting more than the allocated children per seat he/she should ask them to move to an available seat.</p>			
Transmission of the Coronavirus through lack of good ventilation.	<p>Ventilation is the process of introducing fresh air into indoor spaces while removing stale air. Letting fresh air into indoor spaces can help remove air that contains virus particles and prevent the spread of coronavirus (COVID-19). When someone with COVID-19 breathes, speaks, coughs or sneezes, they release particles (droplets and aerosols) containing the virus that causes COVID-19. While larger droplets fall quickly to the ground, smaller droplets and aerosols containing the virus can remain suspended in the air. If someone breathes in virus particles that are suspended in the air, they can become infected with COVID-19. This is known as airborne</p>	<p>Good ventilation at all times in the vehicle. Bus and Taxi windows to be opened as much as possible (At least one or two windows on each deck).</p> <ul style="list-style-type: none"> • switch ventilation systems on while people are in the vehicle. Make sure you set to drawing fresh air in, not recirculating air • to improve ventilation, windows can also be opened (partially if it's cold). Heating can be left on to keep the 			<p>Students attempting to shut windows should be politely, asked not to close them and the reasons explained. If the advise is ignored the student should be reported to school staff.</p>			

	<p>transmission. In poorly ventilated rooms the amount of virus in the air can build up, increasing the risk of spreading COVID-19, especially if there are lots of infected people in the room. The virus can also remain in the air after an infected person has left. Bringing fresh air into a room and removing older stale air that contains virus particles reduces the chance of spreading COVID-19. The more fresh air that is brought inside, the quicker any airborne virus will be removed from the room.</p> <p>Ventilation is most important if someone in your household has COVID-19 or if you are indoors with people you do not live with. Good ventilation has also been linked to health benefits such as better sleep and fewer sick days off from work or school.</p> <p>Ventilation does not prevent COVID-19 from spreading through close contact and is only one of the actions you should take to reduce the spread of COVID-19. This is why it is important that everybody follows the guidance on how to stop the spread of COVID-19 all of the time, especially as it is possible to have COVID-19 with no symptoms. You can pass COVID-19 on to others if you only have mild symptoms or even no symptoms.</p>	<p>vehicle warm</p> <ul style="list-style-type: none"> for vehicles that carry different passengers, such as taxis, clear the air between different passengers or at the journey end so the vehicle is aired before anyone else gets in opening doors where it is safe to do so will help to change the air quickly. Opening windows fully can also help to clear the air in the vehicle 							


Section 4: Further Actions				
Detail Additional Control Measures Identified in Section 3				
Action Ref:	Recommendation:	Responsible Person:	Target Date:	Close Out Date:

	Link to Guidance for Academic year 21-22 return to school Transport to schools and colleges during the COVID-19 pandemic - GOV.UK (www.gov.uk)			

Section 5: Review

Revision:	Reason for Review:	Reviewed By:	Date of Review:
001	Following Updated Transport to School Guidance July 2021	Lorna Chadbourne	14/07/2021
002			
003			
004			
005			

Section 6: Risk Factor Scoring Matrix

 <p>NORTH LINCOLNSHIRE COUNCIL www.northlincs.gov.uk</p>	Likelihood	Almost Certain	5	5	10	15	20	25	<div style="background-color: #00ff00; padding: 5px; margin-bottom: 5px;">1 to 4 = Low</div> <div style="padding: 5px; margin-bottom: 5px;">Accept the Risk: No further actions required, if current control measures are used.</div> <div style="background-color: #ffff00; padding: 5px; margin-bottom: 5px;">5 to 8 = Medium</div> <div style="padding: 5px; margin-bottom: 5px;">Review the Risk: Review the assessment(s) to establish if further measures could be implemented</div> <div style="background-color: #ffa500; padding: 5px;">9 to 12 = High</div>
		High	4	4	8	12	16	20	
		Medium	3	3	6	9	12	15	
		Low	2	2	4	6	8	10	
		Improbable	1	1	2	3	4	5	

			1	2	3	4	5	<p>Reduce the Risk: Ensure additional control measures are implemented to reduce the level of risk prior to carrying out activity.</p> <p style="background-color: red; color: black; text-align: center;">15 to 25 = Very High</p> <p>Unacceptable Risk: Activity can not be progressed until actions taken to reduce the level of risk to an acceptable level.</p>
			Minor	Low	Medium	High	Major	
			Severity					
Likelihood:								
1	Improbable	Well managed and all reasonable precautions have been taken. Ideally, this should be the normal state of the workplace.						
2	Low	Generally well managed however occasional lapses could occur. This also applies to situations where people are required to behave safely in order to protect themselves but are well trained.						
3	Medium	Insufficient or sub-standard controls in place. Loss is unlikely during normal operation however, may occur in emergencies or non-routine conditions, (e.g. obstructed walkways or re-fresher training required).						
4	High	Serious failures in management controls. The effects of human behaviour or other factors could cause an accident but is unlikely without this additional factor, (e.g. ladder not secured properly, oil spilled on floor or poorly trained personnel).						
5	Almost Certain	Absence of any management control. If conditions remain unchanged there is almost a 100% certainty that an accident will happen, (e.g. broken rung on a ladder, live exposed electrical conductor or un-trained personnel).						
Severity, (Consequences):								
1	Minor	Causing minor injuries, (e.g. cuts, scratches). No lost time likely other than for first aid treatment, superficial damage to assets						
2	Low	Causing significant injuries (e.g. sprains, bruises, lacerations). Minor damage to assets, fixtures or fittings.						
3	Medium	Causing temporary disability, (e.g. fractures). Some loss or damage to assets causing minimal disruption.						
4	High	Causing permanent disability, (e.g. loss of limbs, sight or hearing). Loss or damage could cause some business disruption.						
5	Major	Causing death to one or more people. Loss or damage is such that it could cause serious business disruption, (e.g. major fire).						