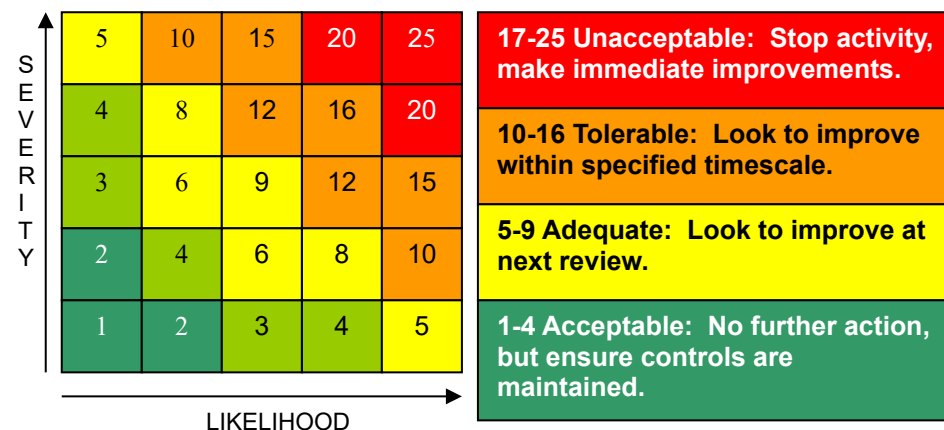


YOUNG CUMBRIA RISK ASSESSMENT FORM

Group/activity - TRAVEL – BY ROAD

PLEASE ADD FURTHER INFORMATION/HAZARDS IF APPLICABLE

Staff member responsible for risk assessment:	
Date of activity:	
Key: L = Likelihood 1 - 5 S = Severity 1 - 5 R = Risk (L x S)	
Assessing Risk:	
1 – 4 acceptable 5 – 9 adequate 10 – 16 tolerable 17 – 25 unacceptable	



Assessment before action						Assessment after action			
Activity Description	Foreseeable Hazard	Who might be harmed, and how?	L	S	R	Control Measures	L	S	R
Vehicle Entry	Injury	All Participants and members of the public Slips, trips, falls, cuts & bruises, sprains, breaks	2	4	8	Keep access areas free of objects. Ensure access to vehicle is clear. Appropriate behaviour when approaching vehicle (e.g. no running).	1	4	4
Travelling in vehicles	Road traffic Accident	All Participants and members of the public cuts, bruises, breakages, head injuries, fatality.	2	5	10	Ensure all users of the vehicle wear seat belts. Ensure passengers do not distract driver. All passengers to remain in the vehicle and be seated when vehicle is in motion. All passengers to abide by vehicle authority safety regulations. Driver to be licensed, insured, adhere to all traffic regulations and be fit to drive. Driver to take adequate breaks. Vehicle to have current and valid MOT certificate. YP not to travel in front of vehicle where possible. One staff member should always sit at the back of vehicle.	1	5	5
Travelling in vehicles	Breakdown of vehicle -	All Participants and members of the public Distress/anxiety, injury	2	2	4	Vehicle to have current and valid MOT certificate. Young Cumbria own vehicle: Follow breakdown procedures as detailed in vehicle. Hire vehicle: Follow breakdown procedures provided by hire company. Staff vehicles: Follow procedures detailed in own breakdown/recovery policy (as per Young Cumbria's Travel and Subsistence Policy).	1	2	2
Travelling in	Fire	All Participants and	2	5	10	Group leader to ensure the group is aware of the	1	5	5

Assessment before action						Assessment after action			
Activity Description	Foreseeable Hazard	Who might be harmed, and how?	L	S	R	Control Measures	L	S	R
vehicles		members of the public Burns, smoke inhalation, fatality.				emergency/fire procedures and whether or not the vehicle has an emergency exit at the rear.			
Travelling in vehicles	Seat belt exemption certificate	All Participants and members of the public Cuts, bruises, breakages, head injuries, fatality.	2	5	10	Anyone travelling with a Seat belt exemption certificate must be seated with no-one directly in front of them (and at least one row back if possible). This will help reduce/prevent them causing injury to other passengers in the event of a collision.	1	5	5
Travelling in vehicles	Challenging Behaviour leading to hostile relationships with the potential to turn violent, fighting could cause injury and distract driver leading to Road Traffic Accident	All Participants and members of the public Cuts, bruises, breakages, head injuries, fatality	2	5	10	KEY is following the NSPCC recommends: Ages 9 – 12: 1 adult to 8 children Ages 13 – 18: 1 adult to 10 children (These ratios should increase if there is a young person in need of additional support and RA should be amended accordingly). Please refer to the lone working policy if transporting young people in a car. Staff and volunteers are to monitor situations and diffuse any challenging behaviour as soon as it arises. Staff and volunteers to maintain their professionalism. Code of conduct to be followed and staff ratios to be correct. Young People reminded of the rules and behavioural expectations. Refer to Road Traffic Accident hazard above.	1	5	5
Parking / arrival at destination	Accident, Injury, possible Road Traffic Accident	All Participants and members of the public Cuts, bruises, breakages, head injuries, fatality.	2	5	10	Ensure safe and legal parking. Avoid parking in busy areas and in areas of poor access to vehicle. Ensure all those using vehicle are aware of the traffic conditions outside of the vehicle. Where necessary guide those using the vehicle to a safe crossing place and ensure safe arrival at destination.	1	5	5
Additional preventative and protective measures: Code of conduct agreed between all participants prior to journey. This risk assessment has been shared and agreed with all participants.									
OTHER STAFF AND YOUNG PEOPLE INVOLVED IN THIS ACTIVITY									
I have read and understood all the above information (sign & date)									