

## Moving PEOPLE / COVID-19 Risk Assessment

SEVERITY (S)	+	LIKELIHOOD (L)
no injury	1	almost never
>3 day injury	2	possible
death	3	frequently
=		
RESULT (R)		
Almost Never		2
Slim		3
Possible		4
Probable		5
Likely		6



PART A - REASON FOR ASSESSMENT					
COMPANY / SITE	AREA, ACTIVITY, TASK BEING ASSESSED	PERSONS INVOLVED IN OR AFFECTED BY AREA/ACTIVITY/TASK BEING ASSESSED	ASSESSMENT START DATE	ASSESSOR'S NAME(S)	ASSESSMENT COMPLETION DATE
Moving People Ltd Springfield Garage BB5 4NA	Customer on board bus or coach. COVID-19 Risk Assessment	Children Teachers Parents Employees General Public	17/03/2020	Matt Cooke - Acting Health & Safety Manager	Completed 17/03/2020 Reviewed 27/05/2020 Reviewed 08/07/2020 Reviewed 15/07/2020 Reviewed 01/09/2020 Reviewed 02/09/2020 Reviewed 10/09/2020

PART B - GENERAL HAZARDS & RISKS										
POTENTIAL HAZARDS & OUTCOMES	CURRENT RISK RATING			EXISTING CONTROLS	NEW & AMENDED CONTROLS	RESIDUAL RISK RATING				
	S	L	R			S	L	R		
Transmission of COVID-19, Drivers contracting infection.	3	2	5	All employees or any member of their household with a new persistent cough, high temperature, flu-like symptoms, loss of taste or smell or a noticeable change must self-isolate and call 119 for COVID 19 advice, or use the online symptom checker <a href="https://111.nhs.uk/covid-19">https://111.nhs.uk/covid-19</a> . The driver will not be allowed to return to work until the driver and/or the person with symptoms have either received a negative result, or you have self-isolated for 14 days.  Hand sanitisers available for passengers getting on and alighting the vehicle.			2	1	3	
Transmission of COVID-19 between passengers due to close contact on board bus, coach or minibus.	3	2	5	Encouraging passengers to spread out as much as possible. Advisory notice for face masks to be worn on all vehicles. Passengers advised to remain seated at all times until bus has stopped to reduce congestion on board the bus. Passengers advised not to travel if they feel unwell or have symptoms of COVID-19. Passengers advised to open the windows for ventilation. Eating and drinking prohibited on vehicles. Passengers advised to take any rubbish with them. Regular communication with passengers through schools and/or parents. All Passengers advised to wear a re-usable, washable soft face covering, to prevent the spread of coughs and sneezes, whilst on the vehicles, due to being in a confined space. The recirculation function on the air conditioning unit on the vehicle is not to be used. The toilet facilities are to be cleaned with anti-viral cleaning products, if used.	The company can provide customer details for track and trace purposes.  Rear facing seats which cause people to sit face to face have been allocated as "out of use". Should a wheelchair be required for these seats they should be pre-booked so necessary measures can be taken.  No standing authorised on the vehicles unless specified otherwise.  When travelling, no passengers are to be within 2 metres of the driver.  In the event that someone falls ill whilst at a destination and displays any COVID symptoms, they should not travel back on the vehicle and the school should make suitable arrangements for pupils as defined in the schools RA.  All passengers or any member of their household with a new persistent cough, high temperature, flu-like symptoms, loss of taste or smell or a noticeable change will not be allowed to travel with Moving PEOPLE until the passenger and/or the person with symptoms have either received a negative result, or have self-isolated for 14 days.			2	1	3
Transmission of COVID-19 between driver and passengers.	3	2	5	Passengers advised to not travel unless essential.  Enhanced cleaning regime has been implemented. All drivers issued individual cleaning kits to make sure all touch point and hard surfaces on vehicles are cleaned in-between different groups.  Introduced anti-viral cleaning products suitable for disinfecting surfaces potentially contaminated with COVID-19.  All vehicles are deep cleaned daily.  All Passengers advised to wear a re-usable, washable soft face covering, to prevent the spread of coughs and sneezes, whilst on the vehicles, due to being in a confined space.			2	1	3	

Transmission of COVID-19 MPL Day Trip Specific	3	2	5		<p>Moving People Driver / Courier to manage customer queries, distancing &amp; general H&amp;S expectations.</p> <p>Ventilation - roof vents to be kept open when appropriate, air conditioning to be run using non recycled air using external intakes.</p> <p>Day Trips to be run at a reduced capacity, vehicle capacity to be capped between 2/3rds &amp; 3/4 of total capacity.</p> <p>Single travellers to be seated alone for distancing.</p> <p>Passengers making multiple person booking to be seated together in personal bubble, unless specified otherwise by passenger making booking.</p> <p>Face masks to be mandated when travelling on vehicle, unless for medicinal reasons, to be specified prior to booking.</p>	2	1	3
Transmission of COVID-19 MPL Holiday Specific	3	2	5		<p>Some hotels have specified they will not be accepting cash, card payments only.</p> <p>Some hotels have specified they will not be offering a portage service.</p> <p>Ventilation - roof vents to be kept open when appropriate, air conditioning to be run using non recycled air using external intakes.</p> <p>Holidays to be run at a reduced capacity, vehicle capacity to be capped between 2/3rds &amp; 3/4 of total capacity.</p> <p>Single travellers to be seated alone for distancing.</p> <p>Passengers making multiple person booking to be seated together in personal bubble, unless specified otherwise by passenger making booking.</p> <p>Face masks to be mandated when travelling on vehicle, unless for medicinal reasons, to be specified prior to booking.</p>	2	1	3
Transmission of COVID-19 MPL Drivers Cabin	3	2	5		<p>Maximum 4 people in the drivers cabin at one time</p> <p>Face coverings mandatory in drivers cabin, if unable to wear face covering for medical reasons then alert supervisor so everyone else can be removed before entering.</p> <p>No sitting or taking breaks for long periods of time.</p> <p>Hand sanitiser units provided to be used when entering.</p>	2	1	3