

### Risk Assessment Form – Fort Rocky 19/05/2006

Date	Task/Activity	Potential Hazards / Issue	Control Measures / Action	Date Checked
<i>Friday</i>	<i>Meeting at cross hill</i>	<i>Traffic / other cars in the car park</i>	<ul style="list-style-type: none"> <li>• <i>YP should wait on the paved area near the war memorial</i></li> <li>• <i>minibus should be parked nearby</i></li> </ul>	
<i>Friday</i>	<i>Meeting at cross hill</i>	<i>Someone is late</i>	<ul style="list-style-type: none"> <li>• <i>Call parents!</i></li> </ul>	
<i>Friday &amp; Sunday</i>	<i>Travelling</i>	<i>Safe storage of luggage</i>  <i>Driver fatigue</i>  <i>Seat belts</i>  <i>Getting lost</i>  <i>Hands outside windows</i>	<ul style="list-style-type: none"> <li>• <i>Make sure baggage does not block aisles or emergency exits. Heavy objects should not be stored on parcel shelves.</i></li> <li>• <i>There will be a scheduled stop half way there, at Tamworth services</i></li> <li>• <i>All YP to be made aware that they must wear seat belts at all times and keep their hands inside the bus. Mention this at the parents meeting. Do not leave belts out</i></li> <li>• <i>Prepare a detailed route plan (auto route), and take a road map and mobile phone.</i></li> <li>• <i>Before we set off, tell all YP to keep their hands inside the minibus and keep their seat belts on</i></li> </ul>	
<i>Friday &amp; Sunday</i>	<i>Travelling</i>	<i>Someone feels travel sick</i>	<ul style="list-style-type: none"> <li>• <i>Ensure there is a sick bag in the minibus</i></li> </ul>	