

The activity is: **Year 6 Trip to BBC Television Centre (Travel risks)**

The risk assessment should be shared with *all adults* assisting on the trip.

Hazard Consider:	Likely effect of hazard	Risk level (low, medium, high)	Safety measure	Resulting risk level
Danger from passing traffic on main road as pupils board coach	Risk of injury	Medium	Children instructed as to how to leave school grounds. Pupils to remain in their groups, paired up and escorted onto coach with supervisory adult.	Low
Pupils requiring toilet or feeling nauseous.	Pupil requiring the toilet and being ill.	Low	Pupils instructed to use the facilities before boarding coach. All those who suffer from travel sickness to sit at the front of the coach. Comfort package to be taken and to be used as required.	Low
Accident on board the coach	Risk of injury	Low	Pupils to be instructed to use the seat belts provided and all adult supervisors to check they are correctly fastened. All pupils to remain seated and belted whilst on board coach unless instructed to move by an adult.	Low
Danger from traffic as pupils disembark coach	Risk of injury	Low	Pupils to stand in pairs, in their groups, on the pavement, at the side of the coach with their allocated adult.	Low
Danger from traffic whilst crossing the road.	Risk of injury	Medium	Pupils (in pairs) to be escorted to the road crossing by their group adult. Pupils instructed to wait away from the edge of the road as adults check the road is safe to cross. Use the pedestrian crossing. Adult to stand in road whilst pupils cross.	Low
Members of the public	Pupils requiring the toilet	Medium	Children to use toilets located near the entrance of Beaulieu. Pupils who need to use the facilities will be escorted to the public toilets by an adult. An adult to be stationed outside each toilet. Remaining adults will supervise remaining pupils in the entrance hall.	Low

Members of the public	Interfering	Medium	Pupils reminded that they are in a busy public place. Pupils to keep with group leader and their partner. Adults to monitor their group at all times.	Low
BBC Tour – See attached risk assessment				
Danger from traffic in car park as pupils board coach	Risk of injury	Low	Pupils to stand in pairs, in their groups at the side of the coach with their allocated adult until their turn to board.	Low
Accident on board the coach	Risk of injury	Low	Pupils to be instructed to use the seat belts provided and all adult supervisors to check they are correctly fastened. All pupils to remain seated and belted whilst on board the coach unless instructed to move by an adult. Children to be escorted off of the bus and to a safe area away from the road. School to be notified so that all the children's parents can be told of the incident quickly.	Low
Danger from passing traffic on main road as pupils disembark coach	Risk of injury	Medium	Children instructed as to how to leave the coach. Pupils to remain in their groups, paired up and escorted into school with supervisory adult.	Low