



KING'S BRUTON

(Comprising King's School, Bruton and Hazlegrove – “the School”)

Overseas Students Travel Risk Assessment - Transportation

Hazard: Flights	Control Action
Missed/Delayed flights	<p>HZG: The School Office to check status of flight. Taxi driver will remain at the airport until the flight has departed.</p> <p>KSB: Both the taxi company and the emergency travel contact regularly check the flight status and contact the Travel Co-ordinator with any issues.</p>
Security incidents	<p>HZG: Pupils will have two emergency contact (Taxi driver and School Office) numbers in case of any emergency situations.</p> <p>KSB: Pupils have two contact numbers, taxi company and emergency travel number and also Travel Co-ordinator's email.</p>
Student being unaccompanied in airport terminal	<p>HZG: Most of our pupils travel as unaccompanied minors. The taxi driver will accompany the pupil into the airport, check them in and wait at the airport until the flight has departed.</p> <p>KSB: Pupils are offered the option for taxi drivers to accompany them into the airport and to use the Unaccompanied Minor Service.</p>

Hazard: Trains/Eurostar	Control Action
Missed/Delayed trains	<p>HZG: Pupils are provided with a contact number for the School Office. The booked taxi driver will accompany the child onto the train and wait until the train has departed.</p> <p>KSB: Pupils have two contact numbers, taxi company and emergency travel number and also Travel Co-ordinator's email. They are made aware who to contact if alternative arrangements are required.</p>
Security incidents	<p>HZG: Pupils will have two emergency contact (School Office and taxi driver) numbers in case of any emergency situations.</p> <p>KSB: Pupils have two contact numbers, taxi company and emergency travel number and also Travel Co-ordinator's email.</p>
Health and Safety	<p>HZG and KSB: Pupils are made aware that they need to abide by any Health and Safety rules whilst at the station and on the train.</p>
Student being unaccompanied at station	<p>HZG and KSB: Pupils are made aware that they need to abide by any Health and Safety rules whilst at the station and should not leave the station for any reason other than an emergency.</p>

Hazard: Buses and Coaches	Control Action
Missed/Delayed bus/coach	<p>HZG: Pupils are provided with a contact number for the School Office and made aware to contact them if alternative arrangements are needed.</p> <p>KSB: Pupils have two contact numbers, taxi company and emergency travel number and also Travel Co-ordinator's email. They are made aware who to contact if alternative arrangements are required.</p>
Vehicle is safe and students abide by transport health and safety including wearing seatbelts and being seated whilst vehicle moving	HZG and KSB: The driver would check this before taking off.
Security incidents at bus/coach station	HZG and KSB: Pupils are made aware that they need to abide by any Health and Safety rules whilst at the station.

Hazard: Taxis	Control Action
Driver - are they DBS checked	HZG and KSB: All drivers are DBS checked (it's a council requirement for private hire licence applications & renewals).
Student does not know who they are meeting	<p>HZG: All drivers are informed to meet pupils with a name card (with Hazlegrove logo) in the arrivals hall. Unaccompanied minors are handed over to taxi driver by airline staff.</p> <p>KSB: Prio to travel, pupils are given travel logistics to include: taxi contact number and a named driver. Pupils have two contact numbers, taxi company and emergency travel number and also Travel Co-ordinator's email. The taxi driver meets the pupils at Arrivals with a named sign.</p>
Vehicle is safe and students abide by transport health and safety including wearing seatbelts and being seated whilst vehicle moving	HZG and KSB: Checks performed by the driver prior to departure.
Missed/Delayed taxi	<p>HZG: The School Office will be in communication with the taxi company to ensure the taxi has collected the student.</p> <p>KSB: The Housemaster/Mistress have a copy of the individual pupil's Travel Logistics, they know to call the taxi company on the first instance and also have the emergency travel number and Travel Co-ordinators' email</p>