

Walking Bus Risk Mitigation Chart

1) Preparation (setting up a Walking Bus)

All volunteers to be DBS checked by School and issued with ID badges: <https://www.gov.uk/dbs-update-service>

Route Specific Risk Assessment to identify safe crossing points for Walking Bus

School to identify appropriate adults to lead Walking Bus

Signature of parent's permissions slip and pupil's promise to be signed to show commitment to agreed behaviour

All adult volunteers to undergo route training (incl Route Specific RA, procedure to mitigate risk, and skills for walking groups of children)

Route Specific AND General Risk assessment is disseminated to all volunteers

All volunteers to be issued safeguarding guidance

2 Checklist before running on the day

Walking Bus to have emergency contact details and medical info for each child

All children and adults to wear h-vis tabards

Supervision by trained volunteers. Adult/child ratios are 1:4 for infants and 1:8 for juniors

- Bus will have a minimum of 2 adult helpers

If weather is extremely bad, walking bus is to be cancelled, coordinator will call families to inform of this

Stop walking bus if lack of light makes route prohibitively dangerous

3) Running the Walking Bus

Adult volunteers follow instructions from Route Specific Risk Assessment

Volunteers remain aware, and remind children to be aware of road environment

Adult volunteers to walk on the road side of children

Volunteers to look for people inside cars in case of opening doors

The children will all hold hands in twos and walk calmly in a 'crocodile' formation, slowest children (i.e. youngest) in front

If 3 or more volunteers on the bus, 1 volunteer to stand midway between front and rear of bus

Children walk in single file passed pedestrians, do not walk in the road

4) New hazard/ incident

Volunteers/ coordinator phone council connect if there is any danger noted on the pavement

Volunteers/ coordinator to phone council connect if there is a need for tree/ hedge pruning

If pavement is completely blocked, volunteers to lead bus to nearest safest crossing to other side of road to avoid walking in the road

Where roadworks are to be in place longer than a week undertake interim risk assessment

If children or adults are endangered by a new hazard (such as an aggressive dog) the Leader must stop the Walking Bus and phone 999

When an incident requires emergency services the Leader must stop the bus, phone 999 and notify the school.

Only continue onto the school when the bus has the correct adult: child ratio (phone reserve volunteers if necessary)