

Important Risk Assessment information if you hire a minibus from RVS



Important Health and Safety Notice

This notice applies to any organisation hiring our community minibuses.

When booking and before using our vehicles it is your responsibility to undertake a Risk Assessment that covers passengers, drivers and eventualities including:

- **The bus;** tyres, lights, fuel etc. which should all be checked as part of the 'walk around' pre-drive taught on MiDAS and recorded on our hire form
- **Driver;** have current and correct licence. Trained for the role they will do (e.g. take wheelchairs)
- **Passengers;** those with extra needs such as wheelchairs; how will they be managed
- Incidents that could happen such as road traffic accidents, passengers (or indeed the driver) falling ill etc.
- **Breakdowns;** what will you do in the event of a breakdown – RVS have 'recovery' insurance. Will your passengers need additional help?

Make plans for all eventualities in advance!

If you have any questions or comments please contact us on 01252 540162 or email to transport@rvs.org.uk

