

### Important Information for Hirers of RVS Connect Minibuses

1. It is essential that passenger requirements and needs are identified at the point of booking, to ensure that the correct bus is provided for you, and meets the restrictions of the driver's licence eg. B1/D1. This is all covered on the booking form you will complete.
2. Carrying out individual passenger risk assessments is the responsibility of the hiring organisation.
3. All drivers who need to use the lift equipment on the vehicle, must have undertaken MiDAS Accessible training.
4. If a passenger needs to remain in their wheelchair for the duration of the journey, the responsibility of securing the wheelchair and passenger is the responsibility of the hiring organisation.
5. Wheelchairs should be secured correctly and safely, in-line with MiDAS Accessible training. The wheelchair **must** be suitable for transportation purposes and crash tested. RVS will be able to check this with you.
6. No other passenger should be seated next to someone in a fixed wheelchair whilst travelling in the vehicle. This is in case of emergency evacuation of the vehicle.
7. There are separate guidelines for conveying children in a minibus and these can be provided for you or are found separately on our website.

The above is a contractual and safety requirement and it is essential that these guidelines are adhered to - for insurance purposes and for the safety and wellbeing of all passengers carried in the vehicles.

Thank you.

*Beverley Jones*

Beverley Jones  
Operations Manager