

Risk Assessment

Date of visit:	Time of departure:	Return time:
Destination:	Telephone no of destination	Mobile phone no of group leader:
Year Group:	No of pupils:	Adult/Pupil ratio:
Group Leader:	Accompanying adults:	First Aiders:
Transport:	Name/No of coach co.: Name/No Coach Driver:	Risk assessment: Date Completed:

(Risk – L – Low – unlikely to occur M – Medium – could occur H – High – could well occur if inadequate caution taken)

Hazard/Event	Risk	Action to be taken to reduce risk	Action to be taken in event of occurrence