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| **Activity:** | Use of Trains | **Location:** | Train | **Last review date:** | September 2024 | **Produced by:** | Cathy Hordern |
| **Next review date:** | September 2026 | **Quality Assured by:** | Alex Windows |

| **What are the hazards?** | **Who is most at risk?** | **What control measures will be put in place?** |
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| Overexcitement and not following rules or instructions leading to injury | Young people  Leaders | * Section code of conduct in place to set clear expectations of behaviour. * Explain behaviour expectations clearly using age-appropriate language. |
| Safeguarding Issues | Young people  Leaders | * Yellow Card rules at all times. * Consider closer supervision for children with SEN. |
| First Aid | Young people  Leaders | * All leaders to have up to date First Response Training. * Designated first aider will be qualified and in attendance. * First Aid kit to be available with leaders. * Mobiles / Access to telephone at all times to call emergency services if need be. |
| Drop off and Pick Up | Young people  Leaders | * Drop off and Pick Up Point to be suitable for a safe drop off and pick up. * Participants to be able to wait safely at start and end of travel. |
| Waiting on Platform | Young people  Leaders | * All adults and young people to be kept back from the platform edge, well away from the yellow line at all times. * Group of people travelling to be kept together whilst waiting for the train. * Regular headcounts. |
| Leaving a young person stranded whilst boarding the train | Young people | * Designated leader to get on the train before any young people. * Young people to get on the train and be counted onto the train. * Final adult to get on the train once the leader on the train has confirmed all young people are accounted for and on the train. |
| Leaving a young person stranded whilst getting off the train | Young people  Leaders | * Designated leader to get off the train before any young people * Young people to get off the train and be counted off the train. * Final adult to get off the train once a leader on the platform has confirmed all young people are accounted for and off the train. |
| Breakdown / delay | Young people  Leaders | * Follow operating company instructions. * If required, update parents/guardians/InTouch contact with the situation. |
| Other unforeseen hazards | Young people  Leaders | * Dynamic risk assessment to be performed by all leaders in line with TSA guidelines. * Hazards to be shared with other leaders and appropriate mitigation to be actioned. |