



## *Health & Safety*

WHEN YOU (THE HIRER) BOOK A BUS, A PARTY OR EVENT WITH US (THE SERVICE PROVIDER OF ADVENTURE BUS DORSET) YOU ARE AGREEING TO THE FOLLOWING HEALTH & SAFETY POLICY.

PLEASE READ THESE CONDITIONS CAREFULLY.

- 1.1. ALL OUR STAFF MEMBERS AND VOLUNTEERS GO THROUGH AN INDUCTION PROCESS WHICH INCLUDES FAMILIARISING THEMSELVES WITH THE HEALTH AND SAFETY POLICY.
- 1.2. OUR STAFF MEMBERS HOLD CURRENT FIRST AID AND DBS CERTIFICATES.
- 1.3. ADVENTURE BUS DORSET HAS FULL PUBLIC LIABILITY INSURANCE.

## VEHICLE APPROACH

2.1. NO ONE SHOULD APPROACH THE VEHICLE WHILST IT IS MANOEUVRING INTO POSITION AND UNTIL THE ENGINE IS SWITCHED OFF. WE ASK NO ONE ENTERS THE BUS UNTIL ADVENTURE BUS DORSET STAFF INVITE THEM ABOARD.

## SUPERVISION OF THE CHILDREN

- 3.1. THERE IS A MAXIMUM OF 20 CHILDREN ALLOWED ON THE BUS AT A TIME AND THESE MUST BE BETWEEN 2 AND 12 YEARS OF AGE.
- 3.2. THE CARE, SUPERVISION AND SAFETY OF THE PARTY ARE AT ALL TIMES THE RESPONSIBILITY OF THE HIRER. OUR INSURANCE REQUIRES A MINIMUM OF TWO RESPONSIBLE ADULTS FROM THE PARTY/EVENT TO SUPERVISE CHILDREN ON THE BUS AT ALL TIMES.
- 3.3. WE PROVIDE A DRIVER, A HELPER AND, WHEN BOOKED, A FACE PAINTER/ENTERTAINER TO STAFF ADVENTURE BUS DORSET AT YOUR EVENT. THE STAFF WILL ENSURE ADVENTURE BUS DORSET IS SET UP PROPERLY AND THAT ALL THE SYSTEMS BEING USED ON THE BUS ARE IN GOOD ORDER. ADVENTURE BUS DORSET STAFF HAVE SAFETY IN MIND AT ALL TIMES. IF THEY FEEL IT IS NECESSARY TO END A PARTY EARLIER FOR SAFETY REASONS THEY RESERVE THE RIGHT TO DO SO.
- 3.4. DISCIPLINE OF THE CHILDREN IS THE RESPONSIBILITY OF THE HIRER AND IF ANY CHILD IS FOUND BEHAVING IN A DISRUPTIVE MANNER THEY WILL BE REMOVED FROM THE VEHICLE.
- 3.5. CHILDREN MUST BE PREVENTED FROM ROUGH PLAY I.E. PUSHING, PUNCHING, GRABBING, ETC. ESPECIALLY NEAR STAIRWAYS.
- 3.6. INJURED OR UNWELL CHILDREN WILL NOT BE ABLE TO PLAY ON THE BUS FOR THEIR SAFETY AND SAFETY OF OTHERS.
- 3.7. ALL CHILDREN AND ADULTS PARTICIPATE AT THEIR OWN RISK.

## CHILDREN CLOTHING



4.1. ALL CHILDREN MUST REMOVE ALL FOOTWEAR AND MUST WEAR SOCKS. FOOTWEAR STORAGE IS PROVIDED ON OUR BUS.

4.2. WE ADVISE ALL CHILDREN HAVE THEIR LEGS COVERED TO REDUCE THE RISK OF FRICTION BURNS FROM THE EQUIPMENT.

4.3. ALL NECKLACES, CHAINS AND JEWELLERY MUST BE REMOVED FROM THE CHILD. ADVENTURE BUS DORSET HOLDS NO RESPONSIBILITY FOR LOST OR DAMAGED JEWELLERY OR BELONGINGS.

## FOOD & DRINK ON THE BUS

5.1. FOOD GENERALLY CANNOT BE CONSUMED ON ADVENTURE BUS DORSET. BIRTHDAY CAKES MAY BE PLACED ONLY IN THE DESIGNATED AREA NEAR TO THE FRONT ENTRANCE OF THE VEHICLE. THE CAKE MAY BE CUT AND DISTRIBUTED IN THIS AREA. BIRTHDAY CAKE CANNOT BE TAKEN INTO THE PLAY AREAS OF ADVENTURE BUS DORSET.

5.2. ANY DRINKS PROVIDED FOR CHILDREN CAN ONLY BE CONSUMED IN THE DESIGNATED AREA. DRINKS CANNOT BE TAKEN INTO THE PLAY AREA OF THE BUS. SWEETS CANNOT BE TAKEN INTO THE PLAY AREA OF THE BUS.

5.3. WE DO NOT TAKE RESPONSIBILITY FOR CHILDREN WITH ALLERGIES. PLEASE ENSURE THESE CHILDREN ARE CORRECTLY CARED AND CATERED FOR.

5.4. WE DO NOT HAVE TOILET FACILITIES SO ENSURE YOU HAVE TOILETS AVAILABLE AT YOUR CHOSEN VENUE AND THAT YOUR SUPERVISING ADULTS ARE ABLE TO ASSIST THE CHILDREN.

5.5. IN THE EVENT OF TOILET ACCIDENTS, IF PROFESSIONAL CLEANING IS REQUIRED, A CLEANING FEE MAY APPLY.

5.6. STRICTLY NO SMOKING OR CONSUMING ALCOHOL.

5.7. CHEWING GUM IS PROHIBITED.

## EQUIPMENT

6.1. ADVENTURE BUS DORSET HAS VARIOUS ATTRACTIONS ON BOARD FOR THE ENTERTAINMENT OF CHILDREN. STAFF MEMBERS CHECK EQUIPMENT DAILY/BEFORE USE AND ANY EQUIPMENT FOUND TO BE BROKEN IS DISCARDED. IF EQUIPMENT IS FOUND TO BE BROKEN DURING A SESSION, STAFF WILL REMOVE THE ITEM. AS STATED PREVIOUSLY STAFF MEMBERS CARRY OUT CHECKS TO ENSURE EQUIPMENT, TOOLS ARE SAFE AND CLEAN TO USE.

6.2. ALL EQUIPMENT ON THE BUS MUST BE TREATED WITH RESPECT BY THOSE USING THEM. IF THERE ARE ANY INSTANCES OF ANY OF THE EQUIPMENT IS BEING DELIBERATELY DAMAGED, WE RESERVE THE RIGHT TO SEEK COMPENSATION FROM THE PARENTS OR THE LEGAL GUARDIANS OF ANY CHILD OR CHILDREN SEEN CAUSING ANY DAMAGE.

## GENERAL

7.1 ADVENTURE BUS DORSET DOES NOT TAKE RESPONSIBILITY FOR ANY INCONVENIENCE, LOSS, DAMAGE, INJURY OR DEATH ARISING FROM ACCIDENT, BREAKDOWN OR DELAY ATTRIBUTABLE TO FACTORS BEYOND THE CONTROL OF THE OWNER.



7.2. MEMBERS OF THE HIRER'S GROUP SHOULD MAKE THEMSELVES RESPONSIBLE FOR THEIR OWN PROPERTY. WE WILL NOT BE HELD RESPONSIBLE FOR ANY VALUABLES OR OTHER ITEMS BELONGING TO MEMBERS OF THE GROUP.

## STATEMENT OF INTENT

9.1. ADVENTURE BUS DORSET IS COMMITTED TO ENSURE EVERYONE INVOLVED DURING THE TIME OF HIRE CAN LOOK BACK WITH PLEASURE ON AN ENJOYABLE AND PROBLEM FREE-PARTY. WE WELCOME AND ENCOURAGE YOUR COMMENTS AND SUGGESTIONS BEFORE, DURING AND AFTER THE EVENT. WE WILL ALWAYS TRY TO IMPROVE YOUR EXPERIENCE BASED ON YOUR CONSTRUCTIVE FEEDBACK!

THANK YOU FOR YOUR CONFIDENCE IN ADVENTURE BUS DORSET.

SIGNATURE:..... DATE:.....

**Our reference:**  
**18<sup>th</sup> Nov 2017 (11-1pm)**  
MRS JULIA CORRIE  
1 ROSE COTTAGES,  
LOWER STREET,  
WINTERBORNE,  
WHITECHURCH,  
DT11 9AP