

VISIT RISK ASSESSMENT – CAPE TOWN, SOUTH AFRICA TOURS

VISIT:			
HAZARD	WHO IS AT RISK?	MEASURES TO MINIMISE RISK	ACTION NEEDED
Coach transfer to Heathrow	Party	Seatbelts on, members remain in seats throughout trip	Regular checks by party leaders
Flight to Cape Town	Party	As above, following direction from cabin crew	As above
Coach transfer to hotel	Party	As above	As above
In hotel	Party	Students' rooms not to be used as social spaces. Nobody to leave hotel unless part of workshop/visit	Regular checks by party leaders – hotel has its own rigorous security procedures
Workshops	Student participants	Secure workshop environment, students to follow workshop leaders' direction	Regular monitoring by party leaders
Excursions – Table Mountain	Party	Follow coach safety procedures – on Table Mountain stick to paths and follow signs	Students to stay with designated leader
Robben Island	Party	Follow safety procedures on ferry – on Robben Island follow directions from guide	Students remain as a whole party or with designated leader as appropriate
Township visit	Party	Follow coach safety procedures – on township walking tour, follow instructions from guide	Students remain as whole party.
Cape Point	Party	Follow coach safety procedures – off coach follow signposted paths	Students remain as a whole party or with designated leader as appropriate.
Theatre visits	Party		Students remain as whole party.

Waterfront visits	Party	Follow coach safety procedures – in venues follow staff instructions Awareness of road safety – cross at pedestrian crossings. When unsupervised, students to be in groups of no fewer than three.	Students in groups of at least three – party leaders to remain in Waterfront, at specific places for emergency contact.
Transfer to Cape Town International	Party		Regular checks by party leaders
Flight to Heathrow	Party	Follow coach safety procedures	As above
Transfer from Heathrow	Party	Follow direction from cabin crew Seatbelts on, members remain in seats throughout trip	As above