

## Take 5 minutes to check

### Plan your route

- Plan your route and write down some directions if you are going somewhere new or unfamiliar.
- Keep a map handy so that you don't need to ask directions.
- Let someone know where you are going or leave details in an obvious place.
- Check you have enough fuel before making any journey.
- Check the oil and tyres.
- Check that your breakdown organisation membership is up to date and keep the number handy.
- Ensure you have a mobile phone with you to call for help in case of emergencies

### Keep a basic car kit

- Ice scraper/de-icer aerosol
- First aid kit
- A torch and spare battery
- Details of breakdown service membership

### Driving

- Keep anything of value, such as bags or mobile phones out of sight –
- Lock the doors whenever you are in the car.
- Keep windows closed in busy areas and use the sun roof or fan for ventilation.

### Feeling threatened while driving?

- Keep driving until you come to a busy place such as a police, fire or ambulance station or a pub or garage forecourt.
- If a car pulls up alongside you and the occupants try to attract your attention, ignore them and don't make eye contact.
- If you see an accident or someone tries to flag you down, ask yourself if it is genuine and if you could really help.

### REMEMBER

- Don't give a lift to a stranger.
- Don't leave children alone in the car.
- Don't get into a car with a stranger or try to hitch a lift.
- Don't let people who offer to help get into your car.
- Let someone know if you change your journey plans.
- Seek assistance straight away if you break down.

This is a form to assist you with your health and safety procedure. The information included is for initial guidance only. You should edit and adapt the text to ensure it meets your/statutory requirements. If you cannot edit/amend the form electronically please do so by hand. It is only as good as the information you enter. Please remember the items should be amended as you deem necessary. Your judgement is imperative to the effectiveness of this form. This form is provided free by [www.safetyguru.co.uk](http://www.safetyguru.co.uk)