

PRB CONSULTING

Health & Safety Bulletin

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HEALTH & SAFETY

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RSSB RED 74 – Road Traffic Collisions

Every Journey is a Safety-Critical Task

Driving is one of the highest-risk activities we undertake at work. Whether travelling to site, visiting clients or moving between locations, every journey should be treated as a safety-critical task.



The RSSB RED 74 video demonstrates how road traffic collisions are often caused by a combination of small errors rather than one major mistake. Distraction, fatigue, rushing and poor judgement can quickly lead to serious consequences for drivers, passengers and other road users.

Even experienced drivers can become complacent. Familiar routes, busy schedules and confidence behind the wheel can lead to reduced concentration and poor decision-making. Taking a few moments to prepare for your journey, remaining alert throughout, and recognising when conditions or your own wellbeing require extra caution can significantly reduce the risk of a collision.

Key Safety Messages

- Plan ahead – Allow enough time for your journey and avoid unnecessary pressure.
- Stay focused – Never use a handheld mobile phone and minimise other distractions.
- Drive to the conditions – Adjust your speed for weather, traffic and road conditions.
- Manage fatigue – If you feel tired, stop somewhere safe and take a break before continuing.
- Check your vehicle – Carry out basic safety checks and report any defects immediately.
- Know your limits – Never drive if you are unwell, impaired or not fit to do so.

Remember

- Always wear your seatbelt.
- Follow the Highway Code and company driving procedures.
- Keep a safe distance from other vehicles.
- Avoid aggressive or rushed driving.
- Report all road traffic collisions, vehicle damage and near misses as soon as possible.

Think Before You Drive

Most road traffic collisions are preventable. Taking a few extra minutes to plan your journey, staying alert and making safe decisions behind the wheel can prevent life-changing incidents.

Safe driving isn't just about reaching your destination—it's about making sure everyone gets home safely.

Please take the time to watch [RSSB RED 74 – Road Traffic Collisions](#) and consider how the lessons can help improve your own driving and keep yourself and others safe.



Employing Children and Young People

A concise guide for employers taking on seasonal staff, apprentices or work-experience students

Holiday work can give young people valuable experience and help employers meet seasonal demand. However, children of compulsory school age and young workers under 18 are protected by additional rules on the work they may do, their hours, breaks, supervision and safety.



AGE / STATUS	WHAT IS ALLOWED	KEY HOURS / LIMITS	EMPLOYER ACTION
13-14 (compulsory school age)	Only light work permitted by local bylaws. No factories, industrial sites or work harmful to health, development or education.	Term time: max 12 hrs/week; max 2 hrs on school days and Sundays. Holidays: max 5 hrs/day and 25 hrs/week. Usually 7am-7pm.	Check local authority rules and obtain any required child employment permit before starting.
15-16 (below school-leaving age)	Light work only, subject to local rules and prohibited-work restrictions.	Term time: max 12 hrs/week. Holidays: max 8 hrs/day and 35 hrs/week; Sundays max 2 hrs. Usually 7am-7pm.	Permit/local authority check plus suitable young person risk assessment.
School-leaving age to 17	A wider range of work is possible, but hazardous work may still be prohibited unless essential for training and properly supervised.	Normally max 8 hrs/day and 40 hrs/week; 30-min break after more than 4.5 hrs; 12 hrs daily rest and 48 hrs weekly rest.	Pay at least the applicable minimum wage; provide enhanced training and supervision.
18 and over	Adult employment rules normally apply.	Standard working-time rules.	Continue normal risk assessment, training and supervision arrangements.

Important: local authority bylaws can impose additional restrictions. School-leaving arrangements differ across England, Wales and Scotland, so employers should check the rules that apply where the young person will work.

Five things employers must get right

1. Confirm age and status

Establish the person's date of birth and whether they remain below the minimum school-leaving age. Do not assume that being 16 automatically makes adult rules applicable.

2. Check permits and local rules

Contact the relevant local authority before employing a school-age child. Existing permit arrangements and local bylaws vary; keep written evidence of approval.

3. Control hours and breaks

Build rotas around the legal limits. Children must not work during school hours and are restricted to daytime work, short shifts and capped weekly hours.



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4. Pay correctly

Children below school-leaving age are outside the National Minimum Wage. Once school-leaving age is reached, the applicable statutory minimum wage and paid-holiday rules apply.

5. Restrict unsuitable work

Children may undertake only light work. Young workers must not be exposed to risks beyond their physical or psychological capacity, harmful agents, extreme temperatures, excessive noise/vibration, or work where inexperience creates a serious risk.

A young person risk assessment is essential

Under the Management of Health and Safety at Work Regulations 1999, employers must assess risks before a young person starts work and take particular account of their inexperience, lack of awareness of existing or potential risks, and immaturity. Regulation 19 also restricts employment where risks cannot be adequately controlled.

THE ASSESSMENT SHOULD CONSIDER	CONTROL MEASURES SHOULD INCLUDE
• Age, maturity and physical/psychological capability • Limited experience and ability to recognise danger • Work equipment, machinery, vehicles and workplace transport • Exposure to chemicals, dust, noise, vibration, heat or cold • Manual handling, work at height, lone working and public interaction • Training needs, emergency arrangements and any health conditions	• Remove prohibited or unsuitable tasks • Provide a named, competent supervisor and close oversight • Deliver clear induction, task-specific instruction and demonstrations • Use simple safe systems of work and confirm understanding • Set reduced limits for loads, equipment use and working alone • Review after any change, incident, concern or evidence of poor understanding

For children below the minimum school-leaving age, the employer should also provide the parent or guardian with comprehensible information about the identified risks and the preventive and protective measures in place.

Forthcoming legal changes

The Children's Wellbeing and Schools Act 2026 received Royal Assent on 29 April 2026 and provides for revised child-employment arrangements, including a national permit framework and changes to permitted working times. The relevant provisions are not yet fully in force and will depend on commencement regulations and further detail. Employers should therefore continue to follow current law and local authority requirements until an implementation date is formally announced.

Need support employing a young person safely?

PRB Consulting can prepare a tailored Young Person Risk Assessment, review proposed duties and working hours, and help you put suitable induction, training and supervision arrangements in place before employment begins.

Contact PRB Consulting for practical, proportionate health and safety support.

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Home Working: Health and Safety Responsibilities

Home working and hybrid working are now common arrangements across many businesses. For some, it is a permanent arrangement. For others, it may be occasional or part of a flexible working pattern. Although the employee may not be physically present in the office, the employer's health and safety duties still apply. Home working should therefore be managed in a sensible, proportionate and documented way. The key message is simple: if someone is working from home as part of their job, their health, safety and welfare still needs to be considered.



Employer Responsibilities

Employers have a duty to protect workers from health and safety risks, whether they are working in a company office, on site, on the road or at home. For most home workers, the risks will be relatively low, particularly where the work is computer-based. However, low risk does not mean no risk. Employers should make sure that:

- Home workers are included within the company's risk assessment arrangements;
- Suitable information and guidance is provided;
- Display screen equipment risks are considered;
- Employees know how to report concerns, accidents or discomfort;
- Managers keep in regular contact;
- Stress, isolation and workload are monitored;
- Arrangements are reviewed when circumstances change.

The approach should be practical and proportionate. In most cases, a home visit is not required. A self-assessment supported by guidance, discussion and follow-up will often be sufficient.

Home Working Risk Assessment

A home working risk assessment does not need to be overly complicated. It should focus on the actual risks created by the work activity. For many office-based home workers, the assessment should consider:

- The workstation and seating position
- Use of laptops, screens, keyboards and mice
- Lighting, glare and ventilation
- slips, trips and housekeeping around the work area
- Electrical safety of work equipment
- Manual handling of work equipment or documents
- Working hours, breaks and workload;
- communication, supervision and lone working
- Stress, wellbeing and isolation
- Emergency arrangements

The employee should be involved in the process. They are best placed to identify whether their working area is suitable, whether they are experiencing discomfort, and whether any changes are needed.



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Display Screen Equipment

Most home workers use laptops, screens, keyboards or other display screen equipment. Poor workstation set-up can contribute to back pain, neck pain, shoulder discomfort, eye strain and fatigue. Where employees use display screen equipment regularly as a significant part of their work, a DSE assessment should be completed.

This should consider:

- Chair height and back support
- Screen height and viewing distance
- Keyboard and mouse position
- Posture
- Available desk or work surface
- Lighting and glare
- Regular breaks from screen work

Laptops should not normally be used for long periods without considering additional equipment such as a separate keyboard, mouse, screen or laptop riser. Employees should also be reminded to take breaks, change position and report any discomfort early.

Stress, wellbeing and isolation

Home working can bring benefits, including reduced travel time and improved flexibility. However, it can also create risks if not managed properly.

Common issues include:

- Isolation from colleagues;
- Difficulty separating work and home life;
- Extended working hours;
- Reduced supervision;
- Poor communication;
- Increased workload or unclear expectations.

Managers should maintain regular contact with home workers, not just to monitor work output but also to check wellbeing. Employees should know who to contact if they are struggling, overloaded or concerned about their working arrangements.

Accidents and Incidents at Home

Employees should be told how to report accidents, incidents, near misses or work-related health concerns that occur while working at home.

Not every accident in the home will be work-related. For example, a domestic accident unrelated to work would not normally fall under the employer's health and safety arrangements. However, if an accident arises from the work activity, work equipment or working environment, it should be reviewed.

Practical steps for employers

Businesses with home or hybrid workers should have a simple procedure in place. This should include:

- a home working policy or guidance note;
- a home working self-assessment form;
- a DSE assessment process;
- arrangements for providing suitable equipment where needed;
- regular manager contact;
- a process for reporting discomfort, stress or safety concerns;
- review arrangements when the employee's role or circumstances change.

Employers should avoid assuming that because an employee is working from home, they are outside the organisation's health and safety management system.

RIDDOR: What Employers Need to Know

Accidents, incidents and near misses can happen in any workplace. Most will be dealt with internally through first aid, accident book entries, investigation and corrective action. However, some incidents are serious enough that they must also be formally reported to the enforcing authority under RIDDOR.



RIDDOR stands for the **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013**. It places a legal duty on employers, the self-employed and people in control of work premises to report certain work-related incidents.

RIDDOR is not simply an administrative requirement. It helps the enforcing authorities identify serious incidents, monitor trends, target intervention and ensure that significant health and safety failures are properly investigated. For employers, it is also an important reminder that accident reporting, investigation and learning must be part of the management system, not an afterthought.

When does RIDDOR apply?

A RIDDOR report is generally required where:

- there has been a work-related accident or exposure;
- the incident resulted from, or was connected with, work activity; and
- the outcome falls into one of the reportable categories.

Not every workplace accident is reportable. A cut finger, minor sprain or precautionary hospital visit will not automatically trigger RIDDOR. The key question is whether the incident meets the specific reporting criteria.

Employers should therefore avoid two common mistakes: failing to report when the law requires it, and over-reporting incidents that do not meet the RIDDOR threshold.

What must be reported?

The main categories of reportable incidents include the following.

1. Work-related deaths

The death of any person must be reported where it results from a work-related accident. This can include employees, contractors, visitors or members of the public.

2. Specified injuries to workers

Certain serious injuries to workers are reportable. These include, for example:

- fractures, other than to fingers, thumbs and toes;
- amputations;
- injuries likely to lead to permanent loss or reduction of sight;
- crush injuries to the head or torso causing internal damage;
- serious burns or scalds;
- scalping requiring hospital treatment;
- loss of consciousness caused by head injury or asphyxia;
- certain injuries arising from work in an enclosed space.

These injuries must be reported even if the injured person returns to work quickly.



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3. Over-seven-day incapacitation

Where a worker is unable to carry out their normal work duties for more than seven consecutive days because of a work-related accident, this must be reported.

The day of the accident is not counted, but weekends, rest days and non-working days are included. This means an employee does not have to be absent from work for seven normal working days before the incident becomes reportable. The test is whether they were incapacitated from doing their normal duties for more than seven consecutive days.



4. Injuries to members of the public

An injury to a member of the public, visitor, client, passenger or other non-worker may be reportable where it arises out of work activity and the person is taken directly from the scene of the accident to hospital for treatment.

5. Occupational diseases

Certain diagnosed occupational diseases must be reported where they are linked to work activities. These can include conditions such as:

- occupational dermatitis;
- occupational asthma;
- hand-arm vibration syndrome;
- carpal tunnel syndrome;
- severe cramp of the hand or forearm;
- occupational cancer;
- diseases linked to exposure to biological agents.

The duty to report is normally triggered when the employer receives a diagnosis from a doctor.

6. Dangerous occurrences

Some serious near misses are reportable even where no one is injured. These are known as dangerous occurrences. Examples can include certain lifting equipment failures, plant or equipment collapses, explosions, electrical incidents, structural failures, accidental release of dangerous substances and other events with the potential to cause serious harm.

The important point is that a serious near miss may fall within the 'dangerous occurrence' categories.

Who is responsible for reporting?

Under RIDDOR, incidents must be reported by the responsible person, such as the employer, a self-employed person, or the person in control of the premises or work activity, while employees and members of the public are not normally required to report them.

Key message

RIDDOR is not about reporting every bump, cut or minor incident. It is about ensuring that serious work-related injuries, diseases and dangerous occurrences are brought to the attention of the enforcing authority.

The safest approach is to ensure all incidents are reported internally as soon as possible, reviewed by a competent person and assessed against the RIDDOR criteria. Where an incident is reportable, it must be submitted within the required timescale and followed by a meaningful investigation.

A well-managed RIDDOR process protects the business, supports legal compliance and, most importantly, helps prevent similar incidents happening again.



Health and Safety Prosecutions

Food manufacturer fined £120,000 after workers exposed to hazardous dust and manual handling risks. The company has been fined after employees were at risk of developing occupational asthma at a factory in Buckingham.

A HSE inspection carried out on 03 December 2024 identified a number of unsafe practices, including dust escaping from machinery due to leaks, the use of compressed airlines to blow down dust deposits and dry sweeping using brushes and brooms.

LEGAL BREACHES	FINE	COURT COSTS
Section 2(1) of the Health and Safety at Work etc. Act 1974	£120,000	£6270

A London construction company and its sole director have been fined after a tower scaffold fell onto two members of the public on a busy high street in south-west London.

The company assembled a mobile tower scaffold on Putney High Street. The scaffold tower, which had been assembled incorrectly with inadequate measures to separate it from members of the public, was subsequently covered in sheeting.

The sheeting acted as a sail in windy conditions, causing the tower scaffold to overturn. The structure struck and trapped two members of the public, resulting in serious injuries.

LEGAL BREACHES	FINE	COURT COSTS
Regulation 19(2)(a) of the Construction (Design and Management) Regulations 2015	£20,000	£7,000

A joint venture working on the HS2 rail project has been fined after the driver of a 20-tonne tipper truck was injured when his vehicle fell off the edge of an excavation ramp.

The tipper truck fell approximately two metres and landed on the driver's side. The man behind the wheel suffered a broken nose, cut hand, and a shoulder injury.

Inspectors from the Health and Safety Executive (HSE) visited the site after the incident and found that there were no signs on the haulage routes being used. They also identified that there was no edge protection in place to prevent vehicles going over the edge of the ramp, and that excavations adjacent to some of the vehicle routes had unsupported, vertical faces which were at risk of collapse.

LEGAL BREACHES	FINE	COURT COSTS
Section 3(1) of the Health and Safety at Work etc Act 1974	£400,000	£8,974



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By signing below, I confirm that I have received and understood the briefing material contained within this bulletin.

[illegible]