

Bishop's Waltham Minibus

Operation of the Passenger Lift

The passenger lift should present no problems if used properly. However, if misused, it could easily be damaged, incurring costly repair, or could injure a passenger, with dire consequences.

The passenger lift must not be operated by anyone who has not received familiarisation training in its use. Since it might have to be used unexpectedly or in an emergency, all minibus drivers must be trained to operate the passenger lift.

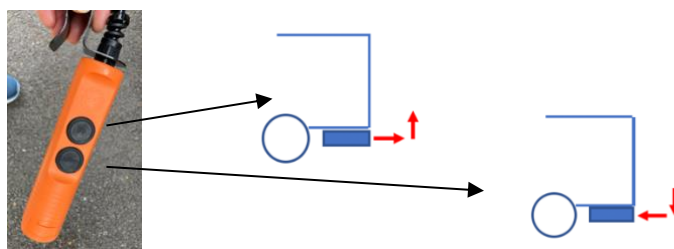
Preparing for Operation

- Ensure the engine is off and Electronic Parking Brake is applied
- Switch on the Lift Isolator from the driver's compartment.
- Open the rear doors of the minibus.



Handset

Upper Button	OUT and UP
Bottom Button	DOWN and IN



Extracting the Lift

- Pull up the Lock Handle at the left of the stowed passenger lift.
- Press the Upper Button on the Handset momentarily, then let go of the Lock Handle as the platform moves out.
- Continue to press the Upper Button until the platform has fully extracted AND fully raised into position.



Preparing the Lift

- Raise the two red handrails, ensuring they are locked into the vertical position with the 2 lower black knobs clicked downwards.
- Pull out the platform extension, initially with a slight downwards pressure, until the platform drops flush.



Operating the Lift (passenger entering the bus)

- Press the Lower Button (DOWN) on the Handset until the platform is on the ground and the end ramp is fully lowered.
- Assist the passenger on to the platform. The operator may travel on the lift if easier. Brakes must be applied to wheelchairs.
- The passenger must hold the two red handrails.
- Press the Upper Button (UP) to raise the platform. Assist the passenger to enter bus.



Operating the lift (passenger exiting the bus)

- Extract and prepare the lift following the previous instructions.
- Assist passenger onto the extended platform. (The operator may travel on the lift).
- Apply the wheelchair brakes. Passenger to hold the two red handrails.
- Press the Lower Button (DOWN) on the Handset until the platform is on the ground and the end ramp fully lowered.

Stowing the Lift

THE LIFT MUST BE PREPARED FOR STOWING ONLY FROM THE FULLY RAISED POSITION

- With finger and thumb against the black inner tape, raise the platform extension slightly then push it fully home very firmly.
- Lift the black retaining knob at the base of each handrail and fold the handrail flat on to the platform.
- Press the Lower Button on the Handset until the platform retracts and the Lock Handle clicks.
- Switch off the Lift Isolator if it is not to be used again.



Safety Notes

- Passenger safety is paramount. Ensure they are stable at all times, holding the red handrails, with brakes applied on wheeled walking frames or wheelchairs.
- Operate the lift from the side, not from the rear.
- If the bus has to be parked on a slope, ensure it faces downhill – slope less than 5°.
- If at any time during the operation, the lift distorts on retraction or makes an unusual noise, release the control button immediately.
- Powered wheelchairs or scooters must be manually pushed onto the platform and into the minibus. The drive motor must be disengaged by operating the freewheel lever. It must not be re-engaged until the wheelchair/scooter is fully dismounted from the vehicle.
- The minibus driver is ultimately responsible for the safe operation of the passenger lift. If the passenger escort operates the lift, the driver must be satisfied they are competent, have received familiarisation training, and follow the driver's instructions.