



Luckington Community School

Consent to drive on school business

Thank for offering your help to transport children. It is important for the school and yourself, that the position with regard to the use of private vehicles in this context is clear. School business means transporting pupils for any activity which is school related i.e. taking pupils to sports fixtures etc.

In addition to insurance, road tax, MOT certificate and full driving license must be valid when transporting pupils. Therefore please supply the original documents for verification when returning this form.

While children or young persons are travelling in any private motor vehicle the Council's liability insurance does not apply. Therefore, in the event of any claim being made, any claim costs would have to be borne by the insurance policy covering the vehicle. **It is essential, therefore, to check with your vehicle insurers that your policy is valid for these purposes**, which may be construed as a form of business use, as many people only insure their vehicles for "social, domestic and pleasure use".

Beware of the assumption that business use will cover you if you are a named driver on a policy, as often the business use aspect only applies to the policy holder.

In addition to insurance, road tax, MOT certificate and full driving license must be valid when transporting pupils. Therefore please supply the original documents for verification when returning this form.

When transporting pupils seat belts or other restraint must be fitted and worn at all times. The law says that all children **up to 135cm tall** (around 4'5"), **or the age of 12**, whichever comes first, in the front or rear seats in cars must travel in the correct child restraint for their weight / age. It is the driver's responsibility to comply with this requirement.

Please sign and return this form indicating that you have read and understood the requirements detailed above. A copy of this form will be kept on file and reviewed on an annual basis.

Please supply copies of the following documentation:

Driving License	<input type="checkbox"/>
MOT certificate	<input type="checkbox"/>
Insurance certificate	<input type="checkbox"/>
Tax evidence	<input type="checkbox"/>
CRB check (if necessary)	<input type="checkbox"/>

I HAVE READ AND UNDERSTOOD THE INFORMATION AND INSTRUCTIONS CONTAINED IN THE ABOVE, AND HAVE VERIFIED WITH MY INSURERS THAT I AM INSURED TO TRANSPORT PUPILS IN MY VEHICLE ON SCHOOL ACTIVITIES.

I UNDERTAKE TO INFORM THE SCHOOL OF ANY CHANGE IN CIRCUMSTANCES, WHICH MIGHT PROHIBIT MY TRANSPORTING OF PUPILS.

Name: **Signed:** **Date:**

IMPORTANT:

ALL staff and volunteers (including parents/guardians) who will be driving pupils on school business and activities **MUST** sign and return this form **BEFORE** transporting pupils.