

# SIDE A

## TRANSPORTING STUDENTS



Use of Private Transport for Students to School Sponsored Events

To be used when teachers/parents transport children on behalf of the school to excursions, sporting events etc.

1. Licence number of volunteer driver \_\_\_\_\_

Is the licence current? \_\_\_\_\_ Year \_\_\_\_\_

2. Registration number of volunteer driver vehicle \_\_\_\_\_

Principal has sighted Certificate of Registration Yes/No

Comprehensive Insurance Yes/No

3. As the volunteer driver I am aware that if there is an accident, my driver's insurance will be claimed against (i.e. the driver will be sued, not the school) It is therefore essential for drivers to have comprehensive insurance.

4. I will be transporting the following students in my vehicle.

(A seatbelt must be available for each passenger)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed \_\_\_\_\_ (volunteer driver)

Date \_\_\_\_\_

**TRANSPORTING STUDENTS (SIDE A)** is for parents to complete when they are transporting just their own children or their own children and other students.

# SIDE B



## TRANSPORTING STUDENTS

For Parents of Students being Transported by Teacher/Parents Vehicle

I give permission for my son/daughter \_\_\_\_\_ to travel by private vehicle to \_\_\_\_\_ on \_\_\_\_\_.

I am aware that my son/daughter is being driven by \_\_\_\_\_ in a private vehicle for this event.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**TRANSPORTING STUDENTS (SIDE B)** is for parents to complete if they require their child to be transported by another parent.