

Using Private Cars on School Trips

Guidelines and procedures for the use of private cars on school trips.

1. When travelling in private cars on school trips until their 8th birthday children must be correctly secured in an approved child restraint.
2. Beyond their 8th birthday when travelling in private cars on school trips children must wear a seat belt.
3. It is advisable that children under the age of 12 yrs do not travel in a front seat of a vehicle fitted with passenger airbags.
4. No child is permitted to ride in the back compartment of a station wagon, or on the tray of a utility or truck.
5. Trip organiser must ensure that all vehicles being used have a current warrant of fitness and that the driver has an appropriate driver's licence
6. Permission of parents/caregivers must sought for their children to travel in other parents' vehicles.
7. All drivers must complete a 'Transportation by Private Car' form.

Reviewed: DECEMBER 2020

TRANSPORTATION BY PRIVATE CAR

DATE: _____

Dear _____

Thank you for your offer to transport children by private car to:

_____ on _____

We have a responsibility under the health and safety requirements to ensure that we provide the safest possible conditions for children and adults involved in school activities.

Can you please return this form to school by: _____

Current Car Registration YES/NO

Vehicle Registration Number: _____

Current Warrant of Fitness YES/NO

Current Full Driver's Licence YES/NO

Number of Seatbelts Available For Passengers _____

Number of approved child restraints available _____

I understand that as driver of my vehicle, I am responsible for ensuring that all passengers wear a seatbelt and that children under 8 years of age are correctly secured in an approved child restraint.

I understand that West Park School does not provide for any insurance cover for any damage or accident associated with my vehicle on this trip.

SIGNED: _____ DATE: _____

