



## Transporting Students in Private Vehicles to School Sponsored Events

|                         |  |              |  |
|-------------------------|--|--------------|--|
| <b>Student Activity</b> |  |              |  |
| <b>Location</b>         |  | <b>Date:</b> |  |

Thank you for offering to transport students to the above event. Please read the information below, provide details about your licence and comprehensive insurance and return the signed form to the organising teacher or the school Admin office. Admin staff only need to sign the driver's licence and other documents; no copies are required to be kept.

### RESPONSIBILITIES OF PARENT VOLUNTEER AND STAFF DRIVERS

I, the driver, acknowledge and agree that:

1. I hold a current and valid driver's licence for the vehicle class.
2. The vehicle for travel is in a fit state to drive and is registered and insured, in good working order and is well maintained.
3. The vehicle is properly fitted with age-appropriate restraints and meets the requirements of the NSW Road Rules, and I will ensure that all passengers wear a seatbelt.
4. I am medically fit to provide transport.
5. I indemnify all passengers and the school against any loss or claim in connection with an injury, illness or death of any person or damage to property or person to the extent caused by my own act or omission in relation to the arrangement.
6. I will not accept payment for the transport of students.
7. Transport in which a teacher and student are alone in a vehicle should be avoided. Any transport required in a personal car with a student must be disclosed to the Principal/Workplace Manager and approved to proceed applied.
8. Transport where a teacher is dropping a student home or a teacher's address will become known to a student should be avoided.

|  |  |                    |  |
|--|--|--------------------|--|
| <b>Volunteers Driver name</b>  |  | <b>Phone</b>       |  |
| <b>Licence number</b>  |  | <b>Expiry date</b> |  |
| <b>CTP/Registration (Green slip)</b>   |  |                    |  |
| <b>Comprehensive motor insurance</b>   |  | <b>Insurer</b>     |  |
| <b>Policy number</b>   |  | <b>Expiry date</b> |  |
| I declare, acknowledge and agree to the conditions of private student transport as stated above. I accept that I am solely responsible for the transportation of the passengers and that informal transport arrangements are a private matter unrelated to the school's functions. |  |                    |  |
| <b>Parent/Volunteer/Staff Name</b>   |  |                    |  |
| <b>Signature:</b>  |  |                    |  |
| <b>Date:</b>   |  |                    |  |
| <b>Principals Name</b>   |  |                    |  |
| <b>Signature</b>   |  | <b>Date</b>        |  |



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Parent Consent Form for Students being transported by staff/parent volunteer.

I \_\_\_\_\_ permit my  
son/daughter (name) \_\_\_\_\_ to travel by private  
car to \_\_\_\_\_ on \_\_\_\_\_.

I am aware that my son/daughter is being driven by \_\_\_\_\_  
and they have a comprehensive vehicle insurance policy and a current driver's licence.

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

(Parent/guardian)