

Dengie County High School

Parent / guardian

Date

Dear Parent

Reference: transport of young people / children in parents' cars on trips organised by the school

The school may explicitly on its behalf ask staff / parents / volunteers cars to transport young people on local events /trips.

This notification is based on the advice of Essex County Council who have asked us to let you know of your obligations when required to transport other children / and young people on behalf of the school for any trip.

(Please note – that you need to satisfy your own duty of care for private arrangements between parents giving a lift to other children / young people to events when not doing so at the express request of the school!)

When transporting on behalf of the school, it is important that you understand the need to check -

1. your insurance does cover you to carry young people / children on behalf of the school;
2. you have a valid MOT and driving licence for the class of vehicle to be used.

If you are likely to be explicitly asked on behalf of the school to carry young people / children, please sign and return the tear off slip below.

Best regards

Headteacher
Dengie County High School

If asked by the school to transport young people or children other than my own, I have checked my MOT, driving licence and insurance and am satisfied that they are all valid for the use envisaged by the school.

I understand that from time to time it might be necessary for the school to verify this.

Date	
Print name	
Signed	