

## **Coomera Springs State School**

### **Use of Private Vehicles on School Activities**

#### **REQUIREMENTS**

- 1.1: When students travel in private (staff, other parent) cars for school activities, the applicable vehicles must be registered and covered by third party insurance, and the drivers must hold a current driver's licence. The approved drivers must present their licence and third party insurance documents to the office prior to the travel.
- 1.2: All students travelling in private vehicles should wear an approved fitted seat belt. If the vehicle is fitted with approved fitted seat belts the driver must ensure the students wear the seat belt.

#### **Mandatory Education Queensland Requirements**

- 2.1: If in the opinion of the supervising teacher, the vehicle is dangerous or the driver is likely to place the students at risk, students must not be allowed to board the vehicle and the matter should be reported to the principal if possible, for a decision regarding alternative transport. If this is not possible, the supervising teacher must make a decision that he or she feels is appropriate to the circumstance.
- 2.2: The number of passengers must not exceed the number specified on the vehicle's application for registration or the manufacturer's identification plate. Students must not be carried in any section of the vehicle other than passengers seating. Bags and equipment should be securely stowed away from the passenger area, if possible.
- 2.3: In the case of children travelling in other parents', caregivers' and / or adults' cars, prior parent and / or caregiver's permission must be obtained. Permission should specify that private vehicle will be used for transport. Emergency situations may arise that necessitate approval for a student to be transported in a responsible adult's vehicle without such written approval. This may occur only in exceptional circumstances.

#### **INFORMATION**

- 3.1: All students, teachers and other involved in transporting students should be aware of their rights and responsibilities in relation to Student Protection policy and procedures.
- 3.2: No levies, payments or reimbursements are to be made to private persons owning or operating private vehicles for the transport of students.

#### **GUIDELINES**

- 4.1: Students under the age of 18 years who are still under the care of parents, guardians and / or caregivers should not travel to school activities in vehicles that are driven by other students without prior signed written approval from a parent, guardian and / or caregiver.
- 4.2: Written approval should include specific details, i.e. the name of the student driver and the circumstance/s.
- 4.3: If the student driver is under 18 years of age, the prior written approval of the driver's parent, guardian or caregivers should also be provided.