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**Transporting Pupils in Staff Cars**

**Rationale:**

Due to the difficulties some of our pupils have in large groups, we transport pupils to off site activities in staff cars. All of the necessary insurance checks have been carried out with these cars and the ability of the staff to drive them.

Safety of pupils and staff is paramount. So for this to be the case there are some expectations of pupils when being transported:

**Ready:**

Pupils must be ready to leave when the member of staff is ready. There should be no delays or refusals.

**Safe:**

Pupils must be sensible whilst in the car and ensure the driver is not distracted in any way.

**Respect:**

Pupils must accept that it is a privilege to be transported in a staff member’s private car, it is not a right. They must respect the wishes of the driver at all times and also respect that the car is the personal property of the staff member. They must also respect members of the public and accept that their behaviour could result in the driver being held responsible for transporting people who are being anti- social.

**Agreement:**

I accept that I will abide by these expectations. I understand that if I don’t, I will not be transported to any off site activities until I can.

Name: ………………………………………………………………………………

Signed: …………………………………………………………………………….