

Kings Norton Team Parish Transport Guidelines

Transport

- a) If transport is provided by a church leader, acting on behalf of the church, or by an individual, requested by a church leader to provide a lift for a child or young person on behalf of the church the guidance given here must be followed.
- b) If transport is provided by a private individual offering to provide transport for other individuals; e.g. a parent offering to give a lift to the child or young person of another parent then it is the responsibility of the private individual and the parent or carer involved to obtain/give consent and negotiate arrangements.

Guidance

Private cars:

- Only cars fitted with seat belts (both front and rear) may be used, and the numbers of children transported should not exceed the number of seat belts available.
- All children should be restrained by an appropriate car seat belt and/or child seat as defined by current legislation.
- Another responsible person must accompany the driver, to assist with any emergencies.
- The Church Council must advise car owners that it is their responsibility to check that they have held a valid full and clean driving licence for over two years, that their vehicle is correctly taxed, has a current MOT certificate (if applicable) and is insured for the transportation of children and young people.
- Any driver who has an endorsement of 6 points or more on their licence or who has an unspent conviction for a serious road traffic offence must report this to the Parish Safeguarding Children Co-Ordinator and/or incumbent. Drivers with unspent convictions for a serious road traffic conviction should not be allowed to transport children for the church.
- While the transportation of passengers without reward (i.e. for petrol money only) would normally be covered under "social/domestic use", vehicle owners must check with their insurers that they are insured to transport passengers on behalf of an organisation rather than as an individual. Additional cover can very often be included for a small extra charge.

All drivers/responsible persons must be safely recruited according to parish and diocesan procedures

- Drivers must always drive within the speed limits, obey all current road legislation and never use a mobile phone whilst driving
- Drivers must always be in a fit state to drive; i.e. not over-tired, not under the influence of any alcohol, not taking any illegal substances, and not under the influence of any medicine which may induce drowsiness
- Parental consent must be obtained for every child passenger

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