



St Joseph's School
Kingswood

MOTOR VEHICLES-PRIVATE USE POLICY

ST JOSEPH'S SCHOOL KINGSWOOD

Rationale

St Joseph's Kingswood is a Catholic school in the Josephite tradition. We create and uphold a nurturing environment for our children, families, teachers, volunteers, and the wider parish. We are a Catholic community of educators and learners who strive for excellence in education, and we are innovative and collaborative in our approach. Our life long purpose is to maintain a sense of belonging for all our children encouraging them to reach their full potential.

Private Motor Vehicle Use Policy

If the school has a school vehicle, it is preferable that this vehicle be used to transport students/ staff/ volunteers, rather than privately owned vehicles. On occasions the privately owned vehicle of an excursion staff member or voluntary worker may be requested. No member of staff or voluntary worker can be obliged to use their private vehicle.

All members of excursion staff must enter into a written agreement regarding the use of the private vehicle for transporting students (**Use Appendix A Transport of Passengers by Staff/ Voluntary Workers**).

NB New child restraint laws [apply](#) in South Australia became effective 1 July 2010 (New Child Restraint Rules).

All staff or voluntary workers using their private vehicle to transport students are to be provided with [a child restraint brochure](#) (PDF 1.2MB)
http://www.sa.gov.au/upload/franchise/Transport,%20travel%20and%20motoring/Road%20safety/child_restraint_MAC_110610.pdf - for an alternative version of this document, contact a Service SA customer service centre;
<http://www.sa.gov.au/subject/Corporate%20information/Service%20SA/Service%20Customer%20Service%20Centre>, it is a ment,

The duty of care to students requires that:

- The vehicle is registered (to be sighted by the teacher in charge) and roadworthy, particularly tyres, brakes and lights
- As a minimum, vehicles require insurance for third party property damage
The driver is competent and holds a full licence (no P or L plates). Licence to be sighted by the teacher in charge
The driver is not affected by drugs or alcohol
- The vehicle is equipped with seat belts and or child restraints appropriate for the passengers and these are used properly. The car must not carry more passengers than there are fitted seatbelts or appropriate child restraints
- the loading/ unloading of the vehicle should always be from the kerb or the safe side wherever possible and avoid stepping on to the road or in to the path of oncoming vehicles
- A record must be kept of students being transported in specific vehicles

Claims for bodily injury by passengers being transported in private vehicles are to be made against the vehicle's normal compulsory third party insurer

It must be made clear to staff and voluntary workers who transport passengers in their private vehicles that:

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- The school accepts no liability for any property damage as a result of the use of a private vehicle. If the school is willing to negotiate on payment of an insurance excess in the event of damage to the private vehicle or other property, the school must make its position clear prior to the activity.
- The owner/driver of the private vehicle is responsible for the expiation of al penalties and fines incurred as a result of the use of their vehicle.

Parental consent is always required for students to travel in a private vehicle.

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Concurrent Requirements – Legislative, Policy and Requirements

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- This policy is to be applied consistently with the requirements of all legislation, regulations and policy;
 - Motor Vehicles Act 1959
 - OHS&W Act 1986
 - OHS&W Regulations 1995
 - Education Act 1972
 - Children’s Services Act 1985
 - Road Traffic Act 1961

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Review

This policy will be reviewed every 3 years, or earlier if information becomes available that significantly affects the content of the policy

