

Hounsome Fields Primary School

Parent and Carers Private Transport Car Policy

2025



Date of Approval:	Summer 2025
Date of Next Review:	Summer 2027

Hounsome Fields Primary School
Treetop Avenue. Basingstoke
Hampshire RG23 7GJ

Parents / Carers -Private Car Transport Policy

On occasions, the use of private cars for transporting small numbers of people may be required, i.e. the sports team being taken by parents/carers to an away sporting match.

- All volunteer drivers must read this policy and sign the transport policy slip annually consenting to the policy.
- All drivers must have a full and valid driving licence for the class of vehicle they own and be free of any motoring convictions, and be willing to present their driving licence for inspection if requested.
- All drivers must adhere to the Highway Code.
- All drivers must have fully comprehensive insurance cover when carrying children.
- All vehicles must conform to all legal requirements.
- Each child must be restrained by a seat or lap belt and no child should be transported in the front passenger seat, with the exception of the driver's own child at their discretion.
- Parents must supply booster seats for their child if under 135cm tall and have given permission for them to travel in a staff/other parents car for a school organised event. It is the driver's responsibility to see the seat is used.
- No adult should be 1:1 with a child unless it is their own.
- The teacher in charge will ensure that permission has been obtained from the parent to ensure that all parties are fully informed of the transport to and from events.

Volunteer drivers - Transport policy slip

Parent Name

Parent Signature

Date

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Policies/Parent & Carers Private car Transport Policy

