

Insurance Policy

Aims

- A. Both the school and the members of the school community will be protected from severe financial hardship caused by an accident or negligence during a school related activity.

Scope and Application

This policy is available on the school website and is included in the staff induction manual.

This policy applies to:

- A. Employees
- B. Students
- C. Parents
- D. Community members
- E. Visitors to the school

Principles

Insurance will be kept current including:

- A. Public liability at school or on camps, excursions or out of school programs
- B. Workers compensation, including staff and volunteers
- C. At the discretion of the council, personal accident insurance for students

Responsibilities

- A. **Council**
 - 1. Writing and updating this policy in consultation with relevant parties
 - 2. To ensure all insurance is adequate to cover foreseeable needs.
- B. **Coordinator**
 - 1. To ensure the insurance is paid for and current.

Related Legislation

- A. Occupational Health and Safety Act 1984
- B. Occupational Health and Safety Regulations 1996

Related Kerry Street Documentation

- A. Insurance schedules, EBM Insurances Brokers and Sarre Insurance Brokers
- B. Insurance Register

Contact Person

Enquires relating to this policy should be directed to the School Coordinator or Council President.

Breaches of this Policy

Any breach of this policy may result in disciplinary action up to and including termination.

Authorisation and Review

- A. This policy was read, discussed and endorsed by the staff on 1/12/04
- B. It was authorised by the Kerry Street Community School Council on 8/2/05
- C. Reviewed on 13/1/06 by meeting of staff and council
- D. This policy was reviewed September 2012
- A. To be reviewed April 2017

Helen Sugars Duff