

SCHOOL EXCURSION PRIVATE VEHICLE DRIVER'S REPORT

*** You only need to fill this form in if you are transporting children other than your own***

The following information is required to ensure an appropriate Duty of Care is exercised in the transportation of students and in case of mishap.

Name of Driver:			
Excursion Details:			
Date(s) of Excursion:			Duration of Excursion:
Time of departure from school:	Time arrival at Excursion location:	Time of departure from location:	Time of return to School:
Destination (Excursion Location):			
Driver must hold a current valid Australian Drivers Licence			
Drivers Licence Number:		Drivers Licence Expiry Date:	
Vehicle must be roadworthy and appropriately licensed			
Vehicle Registration Number:		Vehicle Licensed To Month/Year:	
Vehicle Make / Type:		No. of Passengers Vehicle is Licensed To Carry*:	
Is the Vehicle covered by a comprehensive insurance policy? YES <input type="radio"/> NO <input type="radio"/>			
Insurance Company:	Policy Number:	Expiry Date: ___ / ___ / ___	
Names of Students being transported in your vehicle* (Any seven of the students listed at any time during the excursion)			
Name of Student		Name of Student	
Signature of Driver		Date / /	