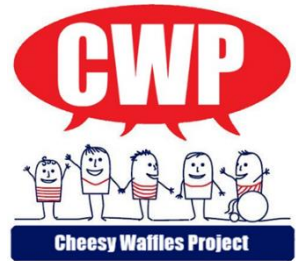


# The Cheesy Waffles Project Transport Policy



## All hired vehicles must be from a reputable Coach or Mini-Bus Company

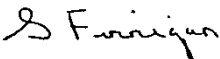
### Use of Staff Cars

In times when the use of staff cars is required the following must be adhered to:

- All vehicles must be insured to carry passengers
- Drivers to ensure that the vehicle is safe to carry passengers
- Drivers are responsible for going over safety rules with their passengers
- All Passengers must wear seatbelts at all times whilst in the vehicle
- Consent from Parents/Carers must be given to carry project members in staff vehicles
- Drivers to ensure that relevant paperwork is kept in the car while carrying passengers.

### Use of Private Mini-Bus

- Mini-Bus must have appropriate insurance
- Driver must have a MIDAS (Mini-Bus Driver Awareness Scheme) Licence or a D1 Licence
- Drivers must complete mileage & carry out checks as per log book
- Drivers to ensure that the vehicle is safe to carry passengers
- Drivers are responsible for going over safety rules with their passengers
- All Passengers must wear seatbelts at all times whilst in the vehicle

Signed: 

Date: 19<sup>th</sup> April 2023

Susan Finnigan (Secretary/Trustee)

Signed: 

Date: 19<sup>th</sup> April 2023

Linda Pennington (Treasurer/Trustee)