

## Appendix 1

Dear Headteacher

I confirm that I do have a motor vehicle insurance policy for the vehicle in which I intend to carry.

Registration number of car:

Name of Insurance Company:

Policy Number:

Expiry date:

Driving licence number:

I understand that I am not indemnified by the Council in the use of my vehicle.

I have checked with my insurance company and confirm that the activity is covered by them.

Signed: \_\_\_\_\_

Full name: \_\_\_\_\_

Dated: \_\_\_\_\_