
SCHOOL DISTRICT NO. 36 (SURREY)

No. 10305

POLICY: SCHOOLS PROTECTION PROGRAM INSURANCE COVERAGE - PARENTS' ADVISORY COUNCILS

1. AVAILABILITY OF LIABILITY INSURANCE COVERAGE

- 1.1 The school district's insurance coverage through the Schools Protection Program, enables third party legal liability insurance coverage to be extended to include Parents' Advisory Councils (PAC), their members and employees (but not non-member volunteers to the PAC):
- (a) Where the PAC has been recognized by the Board (Policy #10300 - *Parents' Advisory Councils*); and
 - (b) While they are engaged in activities connected to the school district through sanction described hereafter.
- 1.2 PACs retain the option to independently obtain liability insurance on their own account. Other risks, such as PAC property damage and embezzlement of PAC funds, are not covered.

2. COORDINATION OF INSURANCE WITH THE PAC

- 2.1 Since insurance coverage is based on the activity being connected with the school district, PACs are responsible to solidify insurance coverage by obtaining the Administrative Officer's sanction for the activity. The school district is interested in minimizing the risks of incidents and its costs of insurance.
- 2.2 PACs are responsible to communicate with Administrative Officers regarding the organization and operation of their activities where they wish to be covered by the school district's third party legal liability insurance.
- 2.3 Administrative Officers are responsible to communicate to PACs:
- (a) Practices which the school utilizes to minimize risk with respect to the type of activity planned by the PAC;
 - (b) Reporting procedures (Policy #5815 - *Risk Management - Incident Reports* and Policy #9615 - *Student Accidents & Illness at School*) for any incidents which may occur and any claims which may arise from sanctioned activities; and

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- (c) Facilities Use booking procedures (Policy #10400 - *Community Use of Schools*).
- 2.4 If an Administrative Officer (a) considers a proposed PAC activity to be unacceptable due to its nature or inherent risks; (b) is unsuccessful in influencing the PAC to modify the proposed activity; and (c) the Assistant Superintendent responsible for the school concurs with the concern; then the Administrative Officer should disassociate the PAC activity from the school district by (i) refusing to provide access to facilities, resources and communications mechanisms and (ii) refusing to accept funds or goods generated by the activity.
- 2.5 Where the Administrative Officer has sanctioned the PAC activity, the school district's third party legal liability insurance coverage will apply.

Revised: 2000-10-12
1999-07-08
Adopted: 1997-12-11

XRef: Policy #5815
Reg. #5815.1
Policy #9615
Policy #10300
Policy #10303
Policy #10400
