

## Driving Policy for the Religious Education Groups The Unitarian Church in Westport 2015

1. All cars must be properly registered, insured, and operated by adults, age 21 and over, with a valid license.  
Drivers will be asked to provide a copy of their driver's license and car insurance card.
2. All passengers must wear seat belts and the number of passengers cannot exceed the intended passenger limits of the vehicle.
3. There must be a minimum of two children in each car/in each group unless the grouping is parent and their own child.
4. A trip plan must be left with the DRE and a designated contact person.
5. Destination, expected time of return, and directions must be posted on the day of the visit.
6. Parent/Guardian must sign the Field Trip permission slip with health information.
7. The leaders must have a list of names, emergency contacts and medical conditions with them at all times and one designated leader must take head counts at appropriate times.
8. For youth with serious health issues with the potential for emergency care the parent/guardian needs to take responsibility by accompanying the class on the trip or designating and educating an adult leader.
9. All adults and youth are expected to be out in the community with respectful behavior and open minds, and "respectful attire" or appropriate attire depending upon the activity (i.e. close-toed shoes for outdoor clean-up).