

When it is necessary to pre-plan that Scouters transport children to or from an activity / event, there are a number of issues that need to be considered. Scouters should be mindful that;

- Parental consent forms has been obtained and are with the Scouter in Charge - present for the duration of the activity.
 - They have appropriate insurance cover. It is advised that Scouters check with their Insurance provider that their insurance policy is adequate.
 - Vehicles used have appropriate child safety restraints and booster seats / cushions.
 - They ensure that children and adult passengers wear a seat belt at all times.
 - They ensure that children are restrained in the appropriate booster seat / cushion for their weight and height (see <http://www.rsa.ie/childsafetyincars/> for further information.)
 - Appropriate adult / youth supervision ratio is maintained.
 - They have a point of contact and mobile phone should they break down.
 - Parents are informed of the place and time that children are to be collected.
 - Arrangements are put in place for the possibility of 'Late Collections'. Scouters should have contact details for parents and parents should have contact details for drivers so that contact can be made in relation to emergencies or late collections.
 - Scouters should be fully registered members and therefore have gone through the Reference checking and Garda/Access NI vetting process.
 - Children should be made aware in advance of what adults they will be travelling with and should be comfortable about the arrangements. If a child exhibits or expresses discomfort with the transport plans then alternative arrangements should be discreetly made for that child. Where the person about whom the child expresses anxiety is not the parent/legal guardian, it would be appropriate to contact the parent/legal guardian seeking the alternative option for the child's transport home.
- With the exception of their own children Scouters and Scouting Ireland Personnel should avoid transporting a single child in their own vehicles
 - In exceptional or emergency situations Scouters and Scouting Ireland Personnel need to transport a single child, then permission of the child's parent/guardian should (or should have) been obtained.
 - Scouters making private arrangements with other parents to give car lifts to their child(ren) should also be mindful of their responsibilities in relation to the above issues.
 - It is recommended that Scouters always have another Scouter/adult present if giving car lifts to children. Should an unplanned circumstance arise where this is not possible it is advisable that there be a minimum of two children present for the entire journey.
 - Should an emergency situation arise where it is unavoidable that a Scouter must make a journey alone with a child, this should be recorded, and the child's parent and the Group Leader should be informed as soon as possible.
 - Parents, who are not Scouters, may co-operate to organise transport for their children to and from activities or events. This would constitute a private arrangement between the parents and the responsibilities in relation to those arrangements lie with them.
 - Scout groups that have their own mini bus should also ensure that there is appropriate insurance cover, that drivers have the appropriate license to drive the vehicle and have been through the reference checking and vetting processes, and that vehicles are fitted with appropriate safety restraints and are in a roadworthy condition. Drivers should ensure that seat belts or other safety restraints are worn by children and other passengers.
 - Accidents/losses directly involving motor vehicles or aircraft are not covered by the Association's policies. When trailers are attached to a vehicle, they must fall under that vehicle's third party liability cover.