

APPENDIX 8

Indemnity Declaration Form for use of personal motor vehicle on official school business authorised by the Board of Management (Circular 0017/2016)

To be completed by Teaching staff, Non-Teaching staff, Board of Management Members and other persons conducting official school business on behalf of the Board of Management.

I acknowledge that the authority given to me by the Board of Management of _____ School, to use my own motor vehicle (**details of nominated vehicle** _____) on official school business, is subject to any relevant regulations or conditions in force from time to time and, in particular, to the condition that it is insured, and will continue to be insured, by me for the purpose of the Road Traffic Act 1961.

I have duly informed my conventional motor insurer of such business use and this reflected in my motor insurance policy.

It is at present insured with _____ and I undertake to notify my School's Principal/ Board of Management of any change.

I am aware that the Board of Management of _____ School, the Department of Education and Skills, nor the State, will accept no liability for any loss or damage resulting from the use of my motor vehicle on official school business, including professional development.

I further confirm that I am not prohibited from driving due to any legal constraints imposed by the judicial system.

Signed: _____

Position: _____

Date: _____

***This completed Indemnity Declaration Form should be returned to the Board of Management**