



Chilliwack School District
"Partners In Learning"

POLICY 905

INSURANCE EXTENSION TO PARENT ADVISORY COUNCIL ACTIVITIES

Availability of Liability Insurance Coverage

1. The school district's insurance coverage through the Schools Protection Program, enables third party legal liability insurance coverage to be extended to include Parent Advisory Councils (PAC) and their members.
 - a) where the PAC has been recognized by the Board Policy 904 and
 - b) while they are engaged in activities connected to the school or school district
2. Other risks, such as property loss or damage or embezzlement of PAC funds, are not covered under the Schools Protection Program.
3. PACs have the option to purchase additional liability insurance for their organization from a private insurance carrier.

Coordination of insurance with the Parent Advisory Council

1. Since insurance coverage is based on the activity being connected with the school district, PACs must solidify insurance coverage for an activity by obtaining the principal's sanction for the activity. Such sanctions may be in verbal or written form (see sample).
2. PACs are directed to communicate to their school principal the details of the organization and operation of their activity.

- 3 Principals are directed to communicate to their PAC:
 - a) liability risk management practices which the district utilizes with respect to the type of activity planned by the PAC and
 - b) the district's reporting procedures for any incidents which may occur and any claims which may arise (School Protection Program Incident Reports)

Cross Refs: School Protection Program Principals' Handbook

Adopted: April 22, 1997

Reviewed:

Revised: June 26, 2007

905 (P)

PARENTS' ADVISORY COUNCIL

SAMPLE ACTIVITY AUTHORIZATION FORM

(not including Parents' Advisory Council Meetings)

SCHOOL _____

DATE(S) & TIME(S) _____

ACTIVITY DESCRIPTION _____

NUMBER OF STUDENTS INVOLVED _____

NUMBER OF TEACHERS INVOLVED _____

NUMBER OF PARENTS INVOLVED _____

PARENT SPONSOR/ORGANIZER _____

AUTHORIZATION

Signature of PAC President/designate

Date

Signature of Principal

Date