

AUTHORISATION FOR NON-REGULAR TRANSPORTATION

CHILD/REN'S NAME								
DESCRIPTION		[enter reason why transportation is provided by the service]						
Day	Reason for transportation	Pick up location and Destination	Approximate time and duration of transportation	Method of transport	Requirements for seat belts or safety restraints	No. of children	Supervising staff, educators or other adults	
MON				☐ Car ☐ Mini bus ☐ Walk				
TUES								
WED								
THUR								
FRI								
MON				☐ Car ☐ Mini bus ☐ Walk				
TUES								
WED								
THUR								
FRI								
Any medical or medication requirements for child/ren. Yes/No: [Comment [e.g. provide information regarding Medical Management Plan if required]]								
Parent/Guardian: I hereby give my consent for XXXX Childcare service to provide regular transportation as detailed above for 12 months, effective from the date of this authorisation. In an emergency, I authorise the Service to seek necessary medical assistance from a medical practitioner or hospital including transportation by ambulance if required.								
Parent/Guardian	Name			Signature			Date	
Contact phone number	Mobile			Home			Work	
Education and Care National Regulations 2011- Regulations 102B requires a transport risk assessment to be conducted before our service transports any child. Regulation 102D requires our service to receive written authorisation to transport children. Our service has completed a risk assessment to identify and assess any risks that the transportation of a child may pose to the safety, health and wellbeing of the child. This has been authorised by the Approved Provider and is available to sight at our service. Policies and procedures for transporting children are also available to view. Regular transportation means the transportation by the service or arranged by the service of a child being educated and cared for by the service, where the circumstances relevant to a risk assessment are substantially the same for each occasion on which the child is transported. An authorisation is only required once in a 12-month period.								