**Motor Vehicle Transport Policy**

**Rationale**

To ensure tamariki and adults are kept safe children by meeting the licensing criteria HS17 and HS18, including New Zealand transport legislation and regulations.

**Objective**

To ensure all precautions are taken where motor vehicle transportation is used for tamariki and kaiako and our wider whānau when on excursions associated with Country Kidz and that it is a safe, well planned, and positive experience for everyone involved.

**Policy**

Country Kidz provides a holistic approach to early childhood development and often that means interacting with our wider environment and community away from our turangawaewae. Given our remote, rural location this will often involve the use of motor vehicles to transport our tamariki and kaiako, along with assisting whānau. This policy only extends to those excursions that occur within licensed hours (8.30am-3.30pm).

Safety is paramount when Country Kidz undertakes an excursion and this includes the transportation of our tamariki. The kaiako acting as Person Responsible for a given excursion will also be responsible for the transportation and safety of the same. Risk management documentation for motor vehicle travel will be the responsibility of the Person Responsible and should include, but not be limited to, ratios, first aid requirements, parent approval, and appropriate excursion communication systems as outlined in the Country Kidz Excursion Policy.

The Person Responsible will be accountable for maintaining the excursion ratios during transportation and that all assisting drivers are accompanied by a police vetted member of our learning community or kaiako of Country Kidz. All assisting drivers on a Country Kidz excursion must have their full licence, and a current car registration and warrant of fitness on the motor vehicle that will be used. These three items must be photographed, printed, and added to the excursion file.

A limit of four tamariki per private motor vehicle will apply to all transporters and written consent must be obtained from parents/guardians BEFORE allowing tamariki to travel in a motor vehicle for an excursion. These are then annexed to the excursion file for verification and compliance.

All excursions will adhere to Land Transport legislation including, but not limited to, the legal requirements for restraining tamariki in motor vehicles. Where parents/whānau have been unable to provide appropriate child car restraints, every effort will be made to borrow or hire an appropriate restraint to ensure all tamariki can be included on the excursion. If a child car restraint that adheres to New Zealand carseat safety standards is unable to be provided, tamariki will not be permitted to attend the excursion.

*Aligns with:*

*Licensing criteria for centre-based ECE services 2022 (HS17-18)*

*Human Rights Act 1993 (amendment 2001)*

*Country Kidz Excursion Policy*

*Country Kidz Child Protection Policy*

*Country Kidz Philosophy*

*Country Kidz Injuries, Illnesses, and Incidents Policy*

*Country Kidz Health and Safety polices [general]*

*Statement of National Education and Learning Priorities*

*Our code, our standards – Code of professional responsibility and standards for the Teaching Profession*

*Land Transport Act 1998*

*Land Transport Legislation 1976, clause 29A*

*NZ Transport Authority Child Restraints Advice*

**Review**

Review when there is a significant change to legislature or as part of the annual management plan.

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| **Authorised:** |  |
| **Date:** | May, 2024 |
| **Next Review:** | Add to Annual Management Plan for February, 2025 not withstanding a change in legislation or criteria |