



CARE In East Grinstead
and Lingfield
REGISTERED CHARITY NO. 800348

DRIVER POLICY

CARE in East Grinstead and Lingfield values the service of **all** volunteers who transport clients.

CARE has issued a COVID safety policy which is available on the web site or a copy may be requested from the secretary. Drivers are requested to read and follow the guidance contained in this policy to safeguard them and their clients.

CARE regards all its volunteers as responsible people on whom is placed the onus of deciding their suitability for driving safely.

To help volunteers meet this responsibility CARE asks them to commit themselves to the following:

- a. To transport clients only in a vehicle covered by at least third party Insurance and to ensure the vehicle is properly maintained and roadworthy;
- b. To hold a full driving licence;
- c. To review their voluntary service where a change in health significantly reduces the probability of safe driving. If necessary medical advice should be sought. After the age of seventy periodic renewals of the driving licences formalises this review, but CARE believes that personal health should be a concern for all drivers regardless of age;
- d. To discuss with CARE (via section leaders and the committee) any problem that arises with insurance, health or licensing;
- e. Volunteers are responsible for informing their car insurance provider that they are undertaking voluntary work for CARE in East Grinstead and Lingfield using their own vehicle. Most car insurance providers make no charge for this additional cover. CARE requires drivers to confirm that they have a written response from their car insurers that they are covered for voluntary driving as assurance that adequate insurance is in force.

It is seen as an unacceptable attitude, and unrealistic in practice, to define an age at which volunteers are excluded from this service or subject to vetting beyond the legal requirements applicable to all drivers. The onus for this decision rests with the driver as defined in (c.) above.

Drivers should also be aware of CARE's Safeguarding Policy and Risk Assessment, a copy of which can be found on the CARE Website, or alternatively can be supplied by the Secretary on request.

CARE believes that this statement formalises and makes transparent the commitments that its drivers currently undertake.

Policy review

The policy will be reviewed at the first meeting of the incoming Executive Committee after the Annual General Meeting each year. It will also be reviewed in response to changes in relevant legislation, contractual arrangements, good practice or in response to an identified failing in its effectiveness.