

Insurance Policy

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| Procedure Originator: | HELEN TURNER |
| Date Approved: | SEPTEMBER 2017 |
| Review Interval: | 3 YEARS |
| Last Review Date | SEPTEMBER 2017 |
| Next Review Date | SEPTEMBER 2020 |
| Audience: | All |



1. Introduction

The Shaw Education Trust insists that Academies within the Trust buy in the Risk Protection Arrangement [RPA] provided by the Education Funding Authority [ESFA]. The RPA can be arranged in advance of conversion to the Trust. Registration can be managed via an online form following the link: <https://www.gov.uk/guidance/academies-risk-protection-arrangement-rpa>

The RPA includes enhanced levels of protection including:

Summary of Cover provided by RPA

| Type of risk | Description | Limit | Member Retention |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| Material damage | Loss or damage to buildings, contents, computers and stock owned by or the responsibility of the academy | Reinstatement value of the property | £250 (Primary Academy) £500 (all other Members) each and every loss other than subsidence (£1000) |
| Business interruption | Compensation for increase in cost of working, resulting from interruption or interference with the business following a material damage loss | £10,000,000 any one loss | £250 (Primary Academy) £500 (all other Members) |
| Employers liability | All sums the academy may become legally liable to pay (including claimants' costs and expenses) following death, injury or disease sustained by Employees and arising out of and in the course of their employment by the academy | Unlimited | Nil |
| Third party liability | For all sums the academy may become legally liable to pay (including claimants' costs and expenses) as damages in respect of accidental third party injury or third party property damage | Unlimited | Nil |
| Governors' liability | Governors' liability expense | £10,000,000 any one loss and any one membership year | Nil |
| Professional indemnity | Actual or alleged breach of professional duty | Unlimited | £1,000 each and every loss |
| Employee and third party dishonesty | Direct pecuniary loss due to the dishonesty of academy Employees and/or theft of money by computer fraud | £500,000 any one loss and any one membership year | £250 (Primary Academy) £500 (all other Members) each and every loss |

| Type of risk | Description | Limit | Member Retention |
|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| Money | Loss of money whilst in transit or elsewhere | Various, including cash on premises or in transit £5,000 | £50 (Primary Academy) £100 (all other Members) each and every loss |
| Personal accident | Compensation for accidental bodily injury to Employees, governors, trustees, volunteers and pupils of the academy whilst on the business of the academy in the UK | Death and capital benefits £100,000 | Nil |
| United Kingdom travel | Compensation for travel related costs including loss of baggage, cancellation, curtailment, rearrangement and change of itinerary | Baggage and money £2,000 per person. Cancellation £1,000 per person | Nil |
| Overseas Travel (including winter sports) and Personal Accident | Compensation for travel related costs outside of the UK including medical expenses, loss of baggage, cancellation, curtailment, rearrangement and change of itinerary Compensation for accidental bodily injury to Employees, governors, trustees, volunteers and pupils of the academy whilst on the business of the academy outside of the UK | Medical expenses £10,000,000 per person Baggage £2,000 per person Cancellation £4,000 per person (£250,000 per trip) Death and capital benefits £100,000 per person | Nil in respect of Medical Expenses £50 in respect of Baggage Nil in respect of Cancellation |
| Legal expenses | Reimbursement of legal expenses relating to employment disputes, contractual disputes, tax investigations, civil actions in relation to school expulsions | £100,000 any one loss and any one membership year | £250 (Primary Academy) £500 (All other Members) each and every loss |
| Cultural Assets | Loss or damage to Cultural Assets (including works of art) owned by or the responsibility of the academy | £10,000 per item, maximum £250,000 any one loss of multiple cultural assets | £50 (Primary Academy) £100 (all other Members) |

2. Motor Vehicle Insurance

Motor Vehicle Insurance will be procured by the Shaw Education Trust for all of its academies. The current policy is held with Zurich Insurance. A copy of the insurance certificate will be displayed on the Shaw Education Trust website.

Upon joining the Shaw Education Trust it is necessary to supply information about the vehicles requiring cover. A policy summary will be sent to each academy upon the policy

renewal date [currently 1st October annually] along with full details of cover and claim information.

Please ensure that the Shaw Education Trust finance team are notified on purchase or change of vehicles owned by the academy. It is the responsibility of the academy to ensure that the vehicles are fully insured before use.

3. Engineering inspection Insurance

Engineering and Inspection insurance has been purchased directly by the Shaw Education Trust for its academies. The current policy is held with Zurich Insurance. A copy of the insurance certificate will be displayed on the Shaw Education Trust website. This policy is renewed annually on the 1st October.

4. Website

The Shaw Education Trust and its constituent academies **must** display copies of all insurance policy certification on their own individual websites.



We believe, you achieve

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