

**Liability Insurance Coverage for Parent Advisory Councils**

**-POLICY-**

1. Availability of Liability Insurance Coverage
  - 1.1 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), their members and employees:
    - 1.1.1 where the PAC has been recognized by the Board; and,
    - 1.1.2 while the PAC is engaged in activities connected to the School District.
  - 1.2 PAC's retain the option to independently obtain liability insurance on their own account. Other risks, such as property damage or embezzlement of PAC funds, are not covered.
2. Coordination of Insurance with the PAC
  - 2.1 Since insurance coverage is based on the activity being connected with the School District, PAC's are responsible to solidify insurance coverage by obtaining the principal's sanction for the activity.
  - 2.2 In order to minimize the risk of incidents and the costs of insurance, PAC's are responsible to communicate with Principals regarding the organization and operation of their activities.
  - 2.3 If a Principal:
    - 2.3.1 considers a proposed PAC activity to be unacceptable due to its nature or inherent risks; and,
    - 2.3.2 is unsuccessful in influencing the PAC to modify the proposed activity; then the Principal should disconnect the PAC activity from the School District by refusing to provide access to facilities and resources and refusing to accept funds generated by the activity.

- 2.4 Principals are responsible to communicate to PAC's:
  - 2.4.1 liability risk management practices which the District utilizes with respect to the type of activity planned by the PAC; and,
  - 2.4.2 the District's reporting procedures for any incidents which may occur and any claims which may arise.