Department of Education
GOVERNMENT OF WESTERN AUSTRALIA

WESTERN AUSTRALIAN COLLEGE of AGRICULTURE
Cunderdin

D26/0719706

Student Motor Vehicle Permission Form

Boarding students may apply for permission to bring a motor vehicle to the college for approved purposes.

This permission form **must be completed and signed** by the student, parent/carer and the college manager or acting manager **before** the vehicle is brought onto college grounds.

Student and vehicle details

Student name		
Driver's licence number		
Vehicle make, model and colour		
Vehicle registration number		
Insurance (please attach copies)		
☐ WA Vehicle Licence and Motor Injury Insurance Policy (Compulsory Third Party) *		Expiry date:
☐ Other insurance	Company:	Policy No.

Approved use of vehicle

Please indicate the approved purposes for vehicle use.
Each instance of vehicle use must also be approved through REACH.
(Internal only: Check form has been completed and **approved by all parties** prior to signing out on REACH)

☐ Travel between college and home (weekends/holidays)
☐ Employment
☐ Sporting commitments (not spectator)
☐ Medical needs
☐ Travel to and from school (only if the school is not on a regular college bus route or within walking distance and approved by the parent/carer and by college manager/acting manager).

Terms and conditions
By signing this form, the student and parent/carer agree to the following:

1. Approved use
Students may only use their vehicle for the purposes authorised above and approved by a parent/carer. Only the authorised student may drive the vehicle.

2. Parking and security
- Vehicles must be parked in the designated student vehicle parking area (where available) or in the college car park as directed by staff.
- Vehicles are parked at the owner's risk. The college accepts no responsibility for loss or damage.

3. Key management and sign in/out
Students must:
- Report to reception and sign in/out via REACH whenever a vehicle is used.
- Hand vehicle keys to a residential supervisor/manager immediately upon return.
- Not retain spare keys under any circumstances.

4. Return time
- Students must return to the college by the designated time set by the college unless prior approval has been granted through the appropriate processes.

5. Conduct and legal compliance

- Vehicles must be driven in accordance with all road laws at all times.
- Any traffic infringements or incidents must be immediately reported to the residential college manager/acting manager.

6. Passenger restrictions

- Only siblings may be transported.
- No other students are permitted to travel in the vehicle.

7. College authority

- The college reserves the right to amend or withdraw this agreement at its discretion.

8. Insurance requirements *

- Vehicles **MUST** be insured with a valid Western Australia Vehicle licence and motor injury insurance policy (Compulsory Third Party insurance and Catastrophic Injuries Support Scheme). This is paid as part of your vehicle licence registration fee.
  For information on what is and isn't covered by your WA Vehicle licence and motor injury insurance, visit: https://www.icwa.wa.gov.au/motor-injury-insurance/insurance-policy.
- Please note the cost of damage caused to vehicles or other property from a motor vehicle crash, are not covered by this insurance and further insurance such as **Third-Party Property Insurance** or **Comprehensive Car Insurance** should be considered.
- It is the responsibility of the student, parent/carer to ensure the vehicle is always adequately insured.

9. Students involved in any vehicle breakdowns or incidents

- While the college will provide reasonable support, primary responsibility for responding to and managing any vehicle breakdowns or incidents, including vehicle relocations, towing, repairs, insurance and medical matters, remains with the student and their parent/carer.
- Students must notify the College staff as soon as practicable, regardless of the severity of the breakdown.
- Students, parents/carers are responsible for all costs arising from any breakdowns or incidents.

10. Breach of terms and conditions

- Any breach of these terms and conditions or unsafe driving behaviour may result in modification or immediate withdrawal of permission.

Agreement and signatures

I have read and understood the above and agree to these terms and conditions.

I acknowledge that the parent/carer takes responsibility for the student's care, safety, and behaviour, while using their vehicle off-site. I confirm that emergency contact details are current and that the parent/carer will be contactable in the event of an incident.

By signing below, I confirm my acceptance of these terms and conditions and responsibilities.

	Name	**Signature**	**Date**
Student:			
Parent/carer:			
Principal/delegate			