



### Regular Transportation Authorisation

The following document provides authority for approved Little Grace’s educators to safely transport your child to and from the service, within school grounds. This includes from the service to class during the before-school care session, and from class to the service during the after-school care session. This document does not relate to transportation outside of the school grounds.

<b>Child’s Name</b>						
Attended days	Reason for transportation	Pick up location and Destination	Estimated delivery and collection periods	Mode of transport	Estimated number No. of children	Staff and educators
MON TUES WED THUR FRI	Transfer from service to school <b>(Before school care)</b>	<ul style="list-style-type: none"> <li>○ Little Grace’s (MPA)</li> <li>○ Classroom</li> </ul>	8:30am – K-Y6	<ul style="list-style-type: none"> <li>○ Walk</li> </ul>	50	5-6
MON TUES WED THUR FRI	Transfer from school to service <b>(After school care)</b>	<ul style="list-style-type: none"> <li>○ Classroom</li> <li>○ Little Grace’s (MPA)</li> </ul>	2:50pm – K-Y6	<ul style="list-style-type: none"> <li>○ Walk</li> </ul>	50	5-6

My child does have medical/health needs or medication requirements (circle) Yes/No:  
(educators to refer to Health Care Plan/Risk Minimisation Plan and/or Asthma/Anaphylaxis Action Plan)

**Parent/Guardian:**  
I hereby give my consent for Little Grace’s OSHC to provide regular transportation as detailed above for 12 months. In an emergency, I authorise the Service to seek necessary medical assistance from a medical practitioner or hospital including transportation by ambulance if required.

<b>Parent/Guardian Name</b>		<b>Signature</b>		<b>Date</b>	
<b>Contact phone number</b>	<b>Mobile</b>	<b>Home</b>		<b>Work</b>	

Education and Care National Regulations 2011- Regulations 102B requires a transport risk assessment to be conducted before our service transports any child. Regulation 102D requires our service to receive written authorisation to transport children. Our service has completed a risk assessment to identify and assess any risks that the transportation of a child may pose to the safety, health and wellbeing of the child. This has been authorised by the Approved Provider and is available to sight at our service. Policies and procedures for transporting children are also available to view.  
Regular transportation means the transportation by the service or arranged by the service of a child being educated and cared for by the service, where the circumstances relevant to a risk assessment are substantially the same for each occasion on which the child is transported. An authorisation is only required once in a 12-month period.