

Pre-Approval Application

14 Days Prior to Event for Higher Deductible Activities

Failure to secure prior approval from SIG will result in a \$50,000 deductible in the event of a claim.

Activity:

Date of Activity: _____

- Ownership or use of inflatable activities.
- Design, fabrication or sale of any on-road or off-road motorized vehicles and related equipment (including bicycles).
- Sale of fireworks.
- Sports exhibitions involving animals (e.g., rodeos, donkey basketball, etc.)
- Parade type activities that include transporting students in open vehicles or trailers (e.g., back of pick-up trucks).
- Events involving direct sale or serving of alcohol.
- Whitewater rafting.
- Use of High Ropes Courses. MUST meet ACCT standards.
- Personal pets at school sites except for animals in an approved class or program and certified guide or companion dogs pursuant to District policy.
- Rock climbing. (Permanently installed rock walls OK).

District Site: _____

Participants: _____

Site Activity Requestor _____

Phone: _____

Email: _____

Vendor & Location _____

Phone: _____

Email: _____

Attach vendor contract and Certificate of Insurance naming District as an Additional Insured.

Site Principal's Authorization to Seek SIG Approval

Principal's Signature: _____

Date: _____

District Office Processing

Form Received on: _____ Approval Sent to Site: _____ Denial Sent to Site: _____

SIG Review & Approval Granted: SIG has reviewed and hereby approves above-listed activity based upon the district answers to SIG queries of activity and district's submission of SIG-requested documents (i.e., vendor contract, Certificate of Insurance naming the district as an Additional Insured and other documentation as requested by SIG).

Woodruff-Sawyer & Company: _____

Date: _____

WELCOME BACK REMINDER

From

Schools Insurance Group and Woodruff-Sawyer & Company

The beginning of the school year and the Fall Season often has school districts planning activities that require pre-approval. We want to be certain your District does not end up having a \$50,000 deductible simply because you overlooked getting an activity pre-approved. **Please distribute this “Reminder” to all site personnel and covered auxiliary groups to make them aware of the following cautionary items:**

Some of the most common activities this time of year which require pre-approval are:

- ❖ Inflatable activities for carnivals
- ❖ Fundraising activities that include the sale-service of alcohol
- ❖ Homecoming Parades
- ❖ Hay rides in conjunction with pumpkin patches you operate
- ❖ Ropes Course activities

We have also recently received some questions about Food Trucks on campus. If you are having a Food Truck vendor on your campus, we need to be sure the proper certificates of insurance and additional insured endorsements are obtained. Please call our office for guidance prior to the Food Truck coming to your campus locations.

Please remember we have an EXCLUSION for trampolines (with the exception of those used in special education IEP). If you are visiting a location that has a trampoline, **DO NOT LET YOUR STUDENTS use the trampoline. YOU HAVE NO INSURANCE PROTECTION IF YOU DO.**

If you need a Pre-Approval Application or if you have any questions about activities that your district is planning this Fall, please give us a call.

Gail Blagg 530-802-8179
Bernard Sarmiento 530-802-8180
Shari Brighting 530-802-8181

Activity Policy

Activities Excluded by School Risk and Insurance Management Group (SRIMG)

1. Liability for damages arising out of the ownership or use of any **trampoline**.
2. Liability for damages arising out of the in-flight operations of **aircraft**.
3. Liability for damages arising out of the ownership, maintenance, operation, use of any **watercraft** owned, operated by or rented or loaned to a covered party.
4. Liability for damages arising out of the ownership, maintenance, operation or use of any motorized vehicle or watercraft while participating in any speed contest, or practice sessions.

Higher Deductible Activities

Mandatory Prior Review and Approval by SRIMG Required

Please allow a minimum of 14 days advance notice for SRIMG to review

1. Ownership or use of inflatable activities. (BOUNCE HOUSES ARE STRICTLY PROHIBITED)
2. Design, fabrication or sale of any on-road or off-road motorized vehicles and related equipment (including bicycles).
3. Sale of fireworks.
4. Sports exhibitions involving animals (i.e. rodeos, donkey basketball, etc.)
5. Parade type activities that include transporting students in open vehicles or trailers (i.e. back of pick-up trucks).
6. Events involving direct sale or serving of alcohol.
7. Whitewater rafting.
8. Use of High ropes courses. MUST meet ACCT standards.
9. Personal pets at school sites except for animals in an approved class or program and certified guide or companion dogs pursuant to District policy.
10. Rock climbing. (Permanently installed rock walls OK).

Please note: Failure to secure prior approval from SRIMG will result in the application of a **\$50,000 deductible** in the event of a claim.

Any other activity that the District feels could result in injury to students, employees, or the general public. If it worries you CALL!