

CERTIFICATE OF INSURANCE

PROOF OF INSURANCE – PLEASE KEEP THIS DOCUMENT SAFE

IMPORTANT NOTICE

There is a strict requirement to report all liability claims to the Council's insurers immediately. Upon receipt of any new liability claim, or intimation thereof, the details **MUST** be sent to the Council's Legal Team via email: GovernanceandLitigation@derbyshire.gov.uk with a copy to riskandinsurance@derbyshire.gov.uk

The claim settlement could be jeopardised if claims are not reported promptly.

For further information please refer to the Insurance Pages of the Services 4 Schools website

Motor Claims should be reported directly to County.Transport@derbyshire.gov.uk

All other claims should be reported to riskandinsurance@derbyshire.gov.uk

This certificate numbered **10113** is issued to:

Lady Manners School
Shutts Lane

Bakewell
Derbyshire
DE45 1JA

Issued by:

Derbyshire County Council
Insurance Section
County Hall
Matlock
Derbyshire
DE4 3AH

Period of Insurance:

01 April 2024 to 31 March 2025

(please note that cover will cease upon conversion to Academy Status)

Summary of Cover:

❖ Balance of Risks – Building and Contents	Included in de-delegated
❖ Personal Accident - Pupils	Included in de-delegated
❖ Personal Accident - Governors	Not Insured
❖ Governors Motor Occasional Business Use	Not Insured
❖ Combined Governors Personal Accident and Governors Motor Occasional Business Use	£110.00
❖ Staff Vehicle Damage	Not Insured
❖ Off Site Activities and Overseas Travel	Included in de-delegated
❖ Motor (Minibus)	Not Insured
❖ Motor (Car/Van/Other)	Not Insured
❖ Trailers	Not Insured

Total charge (optional insurance premiums only):

£110.00

(Charges will be made directly to the School ledger, or by invoice for bank account Schools)

Property Insurance:	AIG via Risk Management Partners (Policy Number 45003727)
Period of Insurance:	1 st April 2024 to 31 st March 2025
Details	All Buildings and Contents, Business Interruption, Items Temporarily Removed (in the UK), Money
Money	£500 in a locked cabinet in an alarmed area (£250 if there is no alarm). Up to £1000 in a safe (unless the safe is approved by the insurer and you have been given another limit by the Risk and Insurance Section)
Excesses	£500 Secondary Schools £250 All other Schools £1,000 Subsidence Claims
Casualty Insurance:	XL Insurance Company and Aviva Insurance Limited via Maven Public Sector (Policy Number P24CASLFG00026)
Period of Insurance:	1 st April 2024 to 31 st March 2025
<u>Details of Cover Provided:</u>	
Public Liability	£50M each and every incident, unlimited in the aggregate Covers visitors, pupils and members of the public for injury or loss caused by the School's negligence
Employer's Liability	£50M each and every incident, unlimited in the aggregate Covers employees for injury or loss caused by the School's negligence
Officials Indemnity	£5M one event and in the aggregate Covers claims made by third parties who may suffer a loss due to incorrect advice given by the School where there is no fee for the advice
Libel & Slander	£5M one event and in the aggregate Covers claims made by third parties for defamation as a result of an oral or written statement made by the School
Professional Indemnity	£5M one event and in the aggregate Covers claims made by third parties who may suffer a loss due to incorrect advice given by the School where a fee is charged for the advice – please notify the insurance section of your fee income for cover to apply
Fidelity Insurance	Covers the School for financial losses due to dishonesty of employees
Motor Insurance:	Zurich Municipal (Policy Number QLA-02AA03-0043-59)
Period of Insurance:	1 st April 2024 to 31 st March 2025
	Comprehensive UK cover for the School minibus or other School owned vehicles on the County Fleet List subject to an excess of £100. Business Use only (no personal use).
Engineering Insurance:	HSB Haughton (Policy Number G5A104672)
Period of Insurance:	1 st April 2024 to 31 st March 2025
	Insurance and Inspection for Lifts, Lifting Equipment, Pressure Vessels and Miscellaneous Engineering Equipment