



Confirmation of risk protection arrangement (RPA) membership

The Department for Education's risk protection arrangement (RPA) is a voluntary arrangement for academies, free schools and local authority maintained schools. It is an alternative to insurance through which the cost of risks that materialise will be covered by government funds.

The following local authority maintained school is a member of the RPA.

| | |
|-------------------------------------|--------------------------------|
| NAME OF MEMBER ORGANISATION: | Lady Manners School |
| MEMBERSHIP NO/URN: | 112996 |
| MEMBERSHIP PERIOD: | 01 April 2026 to 31 March 2027 |
| RPA MEMBERSHIP RULES: | VA/Foundation |

| | |
|--------------------|--|
| (1) | EMPLOYER'S LIABILITY |
| Limit of Indemnity | Unlimited |
| (2) | THIRD PARTY PUBLIC LIABILITY |
| Limit of Indemnity | Unlimited |
| (3) | PROFESSIONAL INDEMNITY |
| Limit of Indemnity | Unlimited |
| (4) | PROPERTY DAMAGE |
| | Loss of or damage by any risk not excluded to any property owned by or the responsibility of the Member including property the responsibility of the Member due to a lease or hire agreement Cover |
| Limit | Reinstatement value of the property |

NOTES:

1. Indemnity is subject to the RPA membership rules.
2. In accordance with the provisions of paragraph 1 of Schedule 2 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (SI 1998/2573), the Secretary of State for Education hereby certifies that any claim established against the named member organisation above in respect of any liability to the employees of the kind mentioned in section 1(1) of the Employers' Liability (Compulsory Insurance) Act 1969 will, to any extent to which it is otherwise incapable of being satisfied by the aforementioned employer, be satisfied out of moneys provided by parliament.
3. A General Principles Clause is included.

Signed: 

Dated: 01 April 2026

Susan Dawson
Director of Commercial for Sector and Commercial Operations



RPA Team Contact Details

Reporting a New Claim

Submit via: RPA.CM@davies-group.com

Urgent Incident Notifications

Phone: 0330 058 5566

Claims Updates or Queries

Phone: 0330 058 5566

Email: RPA.CM@davies-group.com

Overseas Travel Emergencies & Urgent Incidents

Phone: 0203 475 5031

Overseas Travel Pre- travel Advice & Guidance

Website: <https://traveltracking.northcottglobalsolutions.com/default.aspx>

Username: NGS.Topmarksolutions

Password: topmarksolutions2018

Please email the following for access to E-Learning library:

t2ops@northcottglobalsolutions.com

Queries on the Risk Management or Cover Provided

Phone: 0117 976 9361

Email: RPAcover@wtwco-gsp.com

Access to the RPA cover helpdesk is available 9.00 to 17.00 Monday to Friday excluding bank holidays.

For assistance accessing the RPA Risk Management Portal: RMBluesupport@willis.com

Queries on Funding or How to Join/Leave the RPA

Email: RPA.DFE@education.gov.uk

Cyber Incident Notifications

Cyber Incident Response Hotline: 0800 368 6378

Cyber Incident Response Email: RPAresponse@CyberClan.com



Confirmation of Risk Protection Arrangement (RPA) Overseas Travel

The Department for Education's risk protection arrangement (RPA) is a voluntary arrangement for academies, free schools and local authority maintained schools. It is an alternative to insurance through which the cost of risks that materialise will be covered by government funds.

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The RPA includes cover for school trips overseas travel, which is summarised below. Please see membership rules for full cover.

| OVERSEAS TRAVEL INCLUDING WINTER SPORTS | | Limit |
|---|-------------------------|--------------------------------------|
| Medical Expenses, Repatriation and Emergency Travel | Per person | £10,000,000 |
| Baggage | Per person | £2,000 in total (inner limits apply) |
| Money | Per person | £750 |
| | Per event | £5,000 |
| Cancellation, Curtailment, Replacement, Rearrangement and Change of Itinerary | Per person | £4,000 |
| | Per trip | £250,000 |
| Political and Natural Disaster Evacuation | Per person | £10,000 |
| | Per trip | £80,000 |
| Missed Departure | Per person | £1,000 |
| Disruptive Pupil Expenses | Per event | £5,000 |
| Loss of Passport/Travel Documents | Per person and/or trips | £2,000 |
| Search and Rescue Expenses | Per event | £100,000 |
| Kidnap Consultants Costs | Per person and/or trips | £250,000 |
| Piste Closure | Per day per person | £35 per full day of closure |
| | Total Per person | £350 |
| Legal Expenses | Per person | £50,000 |
| Personal Liability | Per occurrence | £5,000,000 |
| Personal Accident | Per Person | Death and capital benefits £100,000 |

NOTES:

1. Indemnity is subject to the RPA Membership Rules.
2. Cover applies to any school trip, excursion or work experience placement anywhere in the world which is related to education; commences during the RPA Membership Year and involves travel outside of the school boundaries. Includes winter sports trips.
3. **Emergency Contact Details: 0203 475 5031**

Signed: 

Dated: 01 April 2026

Susan Dawson
Director of Commercial for Sector and Commercial Operations

