



## **MY VOICE LONDON TRAVELLING WITH YOUNG PEOPLE POLICY**

Members of the My Voice London team (staff and mentors) will not normally give lifts to pupils/ students in their car. Where a My Voice London representative needs, for work reasons, to travel with a pupil/student public transport/walking will normally be used. The only exceptions to this are outlined below.

Members of the My Voice London team (staff and mentors) may only give lifts to pupils/students in their car where the following applies:

- The team member has confirmed that their own insurance will cover this use of their car.
- The car is in fully roadworthy condition
- Two members of the My Voice London team are in the car (with the agreement of the My Voice London line manager an alternative second adult may exceptionally be permitted)
- The journey is essential to pursue My Voice London business (e.g. to ensure that pupil's attend an event or programme that they otherwise would not be able to). This clause expressly excludes the giving of lifts from kindness alone – e.g. because the pupil's home is on the team member's route home.