



ALTERNATIVE MARKETS | DEDICATED TO PUBLIC ENTITY
 SUPPLEMENTAL APPLICATION FOR INSURANCE

Entity Name

SCHOOL LIABILITY

Size and Scope of Operation

Provide Number	Day Care	Pre-K	K-8	9-12	Junior College
Schools					
Student ADA					
Teachers					
Counselors					
Nurses					
Physicians					
Psychologists					
Security Guards					
Volunteers					
Other Employees					

Educational Courses/Activities – Check all that apply.

- Auto Shop
 Driver's Training
 Nurses Training
 Riflery
 Truck Driver Training

Athletic Activities – Check all that apply.

- Archery
 Baseball
 Cheerleading
 Diving
 Equestrian
 Field Hockey
 Football
 Gymnastics
 Ice Hockey
 Lacrosse
 Pole Vaulting
 Rugby
 Scuba Diving
 Snow Skiing
 Soccer
 Softball
 Swimming
 Trampoline

- Yes No Are student athletes required to carry Accident & Health Insurance?
 Yes No Are student athletes required to pass medical exam prior to participating in any sport?
 Yes No Is a consent and acknowledgement of injury forms and waivers signed by athletes and/or parents prior to participating in any sport?
 Yes No Are concussion protocols in place?
 Yes No If Yes, does the concussion protocol comply with NFHS (National Federation of State High School Association)?
 Yes No Are coaches or teachers trained in concussion protocols?
 Yes No Are there written guidelines for safety and training requirements, rules of play and use of proper equipment?
 Yes No Is someone trained in first aid present during practices, games, and/or events?

Day Care

____ / ____ Days/Hours of Operation ____ Number of Certified/Licensed Employees
 ____ / ____ Minimum/Maximum Age ____ Number of All Other Employees
 ____ Number of Volunteers

- Yes No Is the operation licensed by state and local authority?
 Yes No Are all staff required to complete 40 hours of initial training. If Yes, check all that apply.
 CPR First Aid Basic Safety and Health per CCA (Child Care Aware of America)
 Yes No Does the staff to student ratio meet criteria set by NAEYC (The National Association for the Education of Young Children)?

School Policies and Procedures – School Board

Yes No Are there written policy and procedures for employment practices? If Yes, check all that apply.

<input type="checkbox"/> Sexual Abuse	<input type="checkbox"/> At-Will Employment	<input type="checkbox"/> Background Checks	<input type="checkbox"/> Discrimination
<input type="checkbox"/> Disciplinary Program	<input type="checkbox"/> Drug/Alcohol Testing	<input type="checkbox"/> Equal Employment Opportunity	<input type="checkbox"/> Family and Medical Leave Act
<input type="checkbox"/> Grievance Procedures	<input type="checkbox"/> Harassment	<input type="checkbox"/> Medical Leave	<input type="checkbox"/> Salary Administration
<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Suspension	<input type="checkbox"/> Termination	<input type="checkbox"/> Unpaid Leave
<input type="checkbox"/> Tenure			

Yes No Is the manual updated regularly?

Yes No Is the manual reviewed by legal counsel?

Yes No Is there a formal documented training for all employees, volunteers and Sub-Contractors? If Yes, check all that apply.

	Employees	Volunteers	Sub-Contractors
Bullying	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corporal Punishment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dismissal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual Harassment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Needs Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Injuries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Transfers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Use of Lockers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Suspension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weapons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Yes No Is there a formal written policy and procedure for evaluating teacher performance?

Yes No Is there a written restriction policy on "one on one" teacher/staff/volunteer to students?

Yes No Is there a written exception policy on "one on one" teacher/staff/volunteer to students?

Yes No Are management personnel trained to prevent discrimination and harassment?

Yes No Are counseling services offered to students? If Yes, check all that apply.

<input type="checkbox"/> Anxiety Disorders	<input type="checkbox"/> Bereavement	<input type="checkbox"/> Depression	<input type="checkbox"/> Drug/Substance Abuse
<input type="checkbox"/> Eating Disorders	<input type="checkbox"/> Emotional Disorders	<input type="checkbox"/> Family/Marital Problems	<input type="checkbox"/> Family Planning
<input type="checkbox"/> Rape	<input type="checkbox"/> Sexual Assault	<input type="checkbox"/> Stress Disorders	<input type="checkbox"/> Suicidal Thoughts

School Policies and Procedures – Medical Malpractice

Yes No Does the school district have a medical facility on campus?

Yes No Are medical services greater than first aid provided?

Yes No Does the school district serve Students Only; Staff?

Yes No Are only over-the-counter drugs stored on premises?

Yes No Are written instructions from parents required prior to dispensing medications to students?

Yes No Does school district carry medical malpractice insurance for Dentists; Nurses; Nurse Practitioners; Physicians?

School Policies and Procedures – Safety & Security

Number	Employed	Sub-Contracted
Armed Security Guards		
Unarmed Security Guards		

Yes No Is the school or district security department accredited by IACLEA (International Association of Campus Law Enforcement Administrators)?

Yes No Are employed security guards certified by ASIS (American Society for Industrial Security)?

Yes No Are there any security and safety equipment installed? If Yes, check all that apply.

Alarm System Connected to Law Enforcement

Internal Video Security Cameras

Metal Detectors

External Video Security Cameras

Yes No Does the school or district follow the U.S. Department of Homeland Security School Safety Guidelines?

Yes No Are criminal background and sexual registry checks conducted on all staff and volunteers?

School Policies and Procedures – Travel

Yes No Does the school or district sponsor trips each year? If Yes, how many? _____ Chaperone to Student Ratio? _____

Yes No Are all trips within the United States, U.S. Territories and/or Canada?

Check method(s) of transportation.

Auto (Entity-Owned)

Auto (Sub-Contracted)

Auto (Staff)

Auto (Parents)

Auto (Students)

Auto (Volunteers)

Bus (Entity-Owned)

Bus (Sub-Contracted)

Yes No Is evidence of insurance required from all drivers?

Yes No Are permission slips or waivers required from parents and/or guardians for each trip?

Yes No Are all travelers required to carry Accident and Health insurance?

Yes No If No, does school or district carry Accident and Health insurance?