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| **Club** | BUCC | **Element** | Transport |

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| **Purpose** |
| To establish clear expectations for drivers volunteering for the Bath University Canoe Club (BUCC) and ensure the safety and efficiency of club trips by outlining the responsibilities of drivers and the consequences of not meeting these responsibilities. |

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| **Scope** |
| This policy applies to all individuals who volunteer to drive for BUCC, whether they are using their own private vehicle or a Students’ Union (SU) vehicle. It covers all aspects of driving duties during club trips, including compliance with road laws, completion of driving tasks, and communication of any concerns. |

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| **Definitions/Acronyms** | |
| BUCC | Bath University Canoe Club |
| Committee | The elected group of individuals responsible for overseeing the operations of BUCC. |
| Delegate | A person appointed by the trip leader or committee to assist with or take on specific responsibilities during a trip. |
| MiDAS | Minibus Driver Awareness Scheme, a training program for drivers of minibuses, cars, and vans. |
| SU | Students’ Union. |
| Trip Leader | The individual designated to lead and coordinate a specific BUCC trip. |

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| **Policy** |

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| **Expectations for Drivers**  It is expected that all drivers volunteering to drive on a BUCC club trip adhere to the following:   1. Drivers must adhere to all road laws and regulations of the country they are driving in while on BUCC trips. 2. Drivers must be insured to drive the vehicle and approved to drive by the SU 3. Drivers are expected to complete all reasonable driving tasks as requested by the trip leader or their delegate. 4. Drivers must voice any concerns or potential issues related to driving (e.g., tiredness) 5. If a driver has any disagreements with the planned activities during a trip, they are expected to discuss these concerns with the trip leader or a committee member. 6. Follow all rules and procedures mandated by the [Bath SU Vehicle Drivers Manual](https://www.thesubath.com/pageassets/transport/Drivers-Manual.pdf) if driving an SU vehicle. 7. Make every effort to remain in communication with the other vehicles / remainder of the trip either through themselves, or their passengers.   **Consequences**  If a driver is found to be in breach of one or more of the expectations listed above, the following consequences may be applied at the discretion of the Committee.   1. For those infractions deemed to be minor the infraction may be noted by the Transport Secretary, and no further action may be taken. 2. Infractions deemed to be more serious may result in a formal warning to the driver. The SU may be consulted if deemed appropriate. 3. For major infractions or serious infractions after a formal warning, the driver may be removed as an SU registered driver. Their expense claim, or part thereof, may be denied. The SU may be consulted if deemed appropriate.   Examples of typical breaches of this policy and their associated potential consequences are shown below:     |  |  |  | | --- | --- | --- | | **Minor Infractions** | **Serious Infractions** | **Major Infractions** | | Minor speeding (up to 15mph over limit) | Reckless driving | Driving under the influence of alcohol or drugs | | Minor infringements of the highway code | Serious and conscious infringements of the Highway Code | Disregard of trip leaders instruction significantly impacting trip | |  |  | Repeated serious infractions | |