



**INSURANCE FOR
CHURCH OF ENGLAND VOLUNTARY AIDED SCHOOLS
JANUARY 2016**

From: Inigo Woolf 020 7932 1165 inigo.woolf@london.anglican.org

To: Head Teachers, Bursars, Business Managers, Finance Managers, Finance Officers and Governors of all Church of England Voluntary aided schools within London Diocese

Priority: **URGENT**

Action: Response required by Friday the 4th March 2016

Dear Colleagues

Would you please confirm to LDBS what insurance cover your VA school requires for 2016-17 by completing and returning the attached form by 4th March 2016. Please send NIL returns if no cover is required.

1. LDBS Buildings and Contents Insurance

For 2016/17 renewal, the premium is likely to be the same as last year at 59 pence (plus 9.5% insurance premium tax) per £1,000 of sum assured up to £15m and 69 pence (plus 9.5% insurance premium tax) per £1,000 of sum assured in excess of £15m. Premium is likely to vary depending on the number of schools signing up. Please note tax has increased from 6% to 9.5%

Sum assured will be increased by 3.5% to reflect increase in re-building costs.

The policy covers claims over £2,000 before VAT and qualifying claims are paid without any deductions i.e. there is no excess.

The policy provides cover for business interruption up to £500k per incident and building works up to £250k per single contract value including fees and VAT.

Building works in excess of £250k per single contract value including fees and VAT should be insured separately and can be arranged by LDBS as and when required.

Cover for subsidence is included.

Where you insure with the Local Authority rather than LDBS, you must ensure that the names of the Trustees of the School are jointly named on the policy.

2. Money cover

The policy provides money insurance for up to £2,500 a year for a premium of £50 per school per year plus 9.5% insurance premium tax.

3. LDBS Legal Expenses cover for £100k

We regard this cover as essential for all schools. This policy covers governing bodies for legal expenses should claims under the school's employer liability policy involve legal action. It also covers governing bodies for legal costs arising out of unfair dismissal claims, admissions appeals etc.

We plan to keep the premium the same as last year at £1 per pupil per year plus 9.5% insurance premium tax provided the same number of schools sign up as in previous years.

4. LDBS Block policy for Employer Liability (£10m) and Public Liability (£5m) covers

The premium for Employer Liability cover again is likely to be the same as last year at £4.58 per pupil plus 9.5% insurance premium tax and Public Liability cover will be £4.63 per pupil plus 9.5% insurance premium tax depending on the number of schools signing up.

5. LDBS Group Personal Accident and Travel Policy

The premium remains the same at £1 per pupil plus 9.5% insurance premium tax. This policy includes cover for pupils on work experience organized by the school and travel (external journey or school excursion) anywhere in the world for employees and helpers as well as pupils.

The policy provides cover for baggage per person up to £5k with single article limit of £1k, business equipment per person up to £1k, cancellation/curtailment up to £5k, Hijack/kidnap and detention per day up to £300, legal expenses up to £50k, unlimited medical and emergency travel expenses cover, money and credit cards up to £3k, personal liability up to £5m, travel delay per person up to £750, travel documents up to £2k and personal accident up to £100k.

5. LDBS Professional and Officials Indemnity covers

The policy provides indemnity cover for Directors' & Officers' Liability for up to £5m and School legal liability up to £5m. The policy does not cover employment practices liability. Premium is increasing from £1.25 to £1.30 per pupil per year plus 9.5% insurance premium tax in light of the claims experience over the past two years.

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INSURANCE RETURN FOR VOLUNTARY AIDED SCHOOLS 2016-17

Please return by Friday 4th March 2016

By post to Dee Thomas, LDBS, 36 Causton Street, London SW1P 4AU
Or fax to 020 7932 1111 Or email: dee.thomas@london.anglican.org

1. LDBS Buildings and Contents insurance:

- We wish to opt in the LDBS Block policy.
- We wish to opt out of the LDBS block policy and arrange covers through
..... and confirm our buildings are insured for £.....

2. Money cover:

- We wish to buy the money insurance.
- We do not wish to buy the money insurance.

2. LDBS Legal Expenses cover:

- We wish to opt in the LDBS Block policy.
- We wish to opt out of the LDBS block policy and confirm that Governing Body holds cover for a minimum of £50,000

3. LDBS Block policy for Employer and Public Liability covers

- We wish to opt in the LDBS Block policy.
- We wish to opt out of the LDBS block policy and confirm that Governing Body holds sufficient cover.

4. LDBS Accident and Travel Policy

- We wish to opt in the LDBS Block policy.
- We wish to opt out of the LDBS block policy.

5. LDBS Professional and Officials Indemnity

- We wish to opt in the LDBS Block policy.
- We wish to opt out of the LDBS block policy.

Name: Signature:

School Name and address:

Email for sending soft copies of policies: