**11. EOTC Transport Plan**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Group size: | | | | | | | | | | | | | | | | | |
| Students: |  | | | Staff: | |  | | | | | | Total: | |  | | | |
| Vehicles: | | | Registration | | Seats | | | | | | | Allocated drivers: | | | | Driver contact: | |
|  | | |  | |  | | | | | | |  | | | |  | |
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|  | | |  | |  | | | | | | |  | | | |  | |
| Student/Parent Drivers: | | | Permitted passengers | | | | | | | | | | | | | | |
|  | | |  | | | |  | | | | | |  | | | |  |
| Total available seats: | | |  | | | | | | | Total seats required: | | | | |  | | |
| Trailers (description/registration): | | | | | | | | | Insurance details: | | | | | | | | |
|  | | | | | | | | |  | | | | | | | | |
| Travel details: | | | | | | | | | | | | | | | | | |
| Trip distance: | |  | | | | | | Stops/ breaks: | | | | | | | | | |
| Estimated travel time: | |  | | | | | |
| Total Travel time (including stops): | | | | | | | |  | | | | | | | | | |
| Route description: | | | | | | | | | | | | | | | | | |
| Trip timeline: (include breaks and rest stops:) | | | | | | | | | | | | | | | | | |
| Travel to: | | | | | | | | | | | Return from: | | | | | | |
| Time | Location | | | | | | | | | | Time: | | | Location | | | |
|  |  | | | | | | | | | |  | | |  | | | |
|  |  | | | | | | | | | |  | | |  | | | |
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| Special Notes (Road conditions, chains required etc.) | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |
| Alternate driving routes | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |

**Note: record on the student roll or attach a list of, the vehicle each student is travelling in.**