



## Driving Agreement

This driving agreement is to ensure that you are fully aware of the expectations of driving whilst employed by OxleyCare, either for business purposes or on behalf of a Client. You are required to read this driving agreement and any other relevant documentation or guidance prior to using your/your Clients vehicle.

- You, as the driver, must ensure that you are in possession of a valid driving licence at all times.
- You, as the driver, must ensure that you drive in accordance with UK laws, legislation, and guidance at all times.
- You, as the driver, must ensure that you drive only in accordance with your driving licence, such as classifications of vehicles.
- You, as the driver, must ensure that OxleyCare retains a copy of your driving licence and business insurance, any updates or refreshers must be sent to OxleyCare without delay.
- You, as the driver, must ensure that you have valid business insurance at all times
- You, as the driver, must ensure your/your Clients vehicle is fit for road use \*see Vehicle Checks Guidance
- You, as the driver, must ensure you have been added as a named driver on your Clients insurance before using the vehicle
- You, as the driver, are liable for any driving offence obtained while operating yours/your Clients vehicle, for any reason.
- You, as the driver, are liable for any fines or charges obtained while operating yours/your Clients vehicle, for any reason.
- You understand that OxleyCare are not, and will not, at anytime be liable for any driving offences, fines, charges, or prosecution in the event of an incident or accident, obtained while operating yours/your Clients vehicle.
- Any and all incidents or accidents must be reported to OxleyCare without delay, either via telephone or via the Carer Portal.
- You must not make any adaptations or changes to your/your Clients vehicle which may invalidate you/your Clients vehicle insurance.

This agreement may be subject to change, any changes to this agreement will be uploaded to the Carer Portal.

This agreement was last updated on 22<sup>nd</sup> October 2021 by, Jack Green, Standards and Compliance Manager.