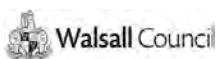




SCHOOLS AND ACADEMY INSURANCE FRAMEWORK



When it comes to Schools and Academy insurance, we wrote the handbook...

With over 25 years' experience, Zurich Municipal is one of the leading insurers within the public and voluntary sector in the UK. We work with over 12,000 academy and maintained schools and insure many independent schools as well as further and higher education institutions.

We know you need peace of mind that your chosen insurer provides the protection you need, and the expertise to help you to manage your risks. Our proposition and added value services not only set us apart from our competitors, but also helps you to deliver for the students who depend on you.

What's more, we understand that demonstrating 'best value' goes beyond price and you ultimately need to provide the right protection for your school and pupils. At Zurich, we have created the following formula to help you navigate this evaluation:

'Best value' equation for your schools and academies:



Headline price

Upfront Per-Pupil Rate X Pupil Numbers as per the RPA Scheme or Combined Commercial Package.

For example,
1,000 Pupils x £17.75 per pupil = £17,750.00

Additional Cover Costs

Foreseeable Costs which are not included within the RPA Scheme or Combined Commercial Package:

Additional Cover Requirements
The RPA provides a range of different covers within their standard package. However, should you require any additional covers, you will need to source this independently.

For example, the RPA does not include Business interruption – Loss of Revenue cover. This means that should an event occur, which disrupts your business activity, then any revenue lost as a result of this event may not be covered.

The RPA also does not provide Motor or Engineering cover which Zurich can provide with a significant 'package' discount.

Additional Insurance Limits
The RPA package limits (See Below) are fixed and cannot be extended. This means that should your insurance requirements change you may have to source independent 'top-up' policies. As a Zurich customer, we can adjust any of your policies to suit your individual needs.

For example, if your academy or trust undertakes contract works, for an extension or refurbishment, then you should be mindful that the RPA provides a fixed indemnity limit of £250,000. Anything above this will need to be sourced by a third-party provider at an additional cost.












Zurich provides this cover up to £500,000 as standard but can increase this limit to suit your needs.

Please refer to the cover comparison page to understand the key differences between Zurich and the RPA packages.

Added Value Services

Additional benefits of being a customer which can reduce costs and provide greater risk protection for your academies.

Please see a select few of Zurich's added value services which are included free of charge on the next page.

		Average cost saving per pupil*
	<p>SAFER SCHOOLS APP Schools face a myriad of safeguarding challenges and requirements to embed and demonstrate understanding and compliance. The Zurich Safer School App for professionals, parents and pupil educates, empowers and embeds safeguarding into the school community.</p>	<p>£2.56 <i>Based on a cost of £1,000 a year</i></p>
	<p>DAS LEGAL SERVICES The package covers legal protections in excess of rival policies. There are legal helplines staffed by legal academy experts that can assist. This often means that expensive lawyers do not need to be retained or engaged.</p> <ul style="list-style-type: none"> – Commercial Legal Advice: Confidential legal advice over the phone to your organisation on any commercial legal problem affecting the business, under the laws of the member countries of the European Union, the Isle of Man, the Channel Islands, Switzerland and Norway. – Tax Advice: Confidential advice over the phone to your organisation on any tax matters affecting your organisation, under the laws of the United Kingdom. – Counselling: This provides all employees (including any members of their immediate family who permanently live with them) of your organisation with a confidential counselling service over the phone 	<p>£1.92 Based on a cost of £750 a year</p>
	<p>COMMUNICATION MEDIUM Within the Safer Schools app (when rolled out to parents) is the ability to integrate the school website and send push notifications. This saves on other forms of communication and can be instantaneous e.g. snow days.</p>	<p>£1.28 Based on a cost of £500 a year</p>
	<p>RISK MANAGEMENT GUIDANCE All the time Zurich produce topical and relevant guidance and tools and support to meet the needs of schools to the everyday risks that they face (e.g. closing a school for summer, safeguarding, hotworks)</p>	<p>£0.51 Based on a cost of £200 a year</p>
	<p>RISK MANAGEMENT ADVICE LINE Zurich's Risk Management Advice Line has been designed specifically to help you proactively identify and manage issues before they impact your school.</p>	<p>£0.25 Based on a cost of £100 a year</p>
	<p>FIRE AND SECURITY SURVEY Fire and Security Surveys-designed to help identify risk improvement measures and critical to help prevent a major fire loss.</p>	<p>£0.51 Based on a cost of £200 a year</p>
	<p>HEALTH AND SAFETY SUPPORT SERVICE It offers practical guidance on key health and safety management issues such as food hygiene, water, environmental health, occupational health and asbestos. Experts will answer simple queries there and then or will follow up by email or call back with information on more detailed matters.</p> <p>A large feature of school life. Assuming a school buys into a local arrangement at £300 per year, this equates to a cost saving of £0.75 per pupil, when divided by average number of pupils per school.</p>	<p>£0.75 Based on a cost of £300 a year</p>
	<p>PORTAKABIN SURVEY Portakabin are UK industry leaders in prefabricated, modular and temporary building solutions.</p> <p>Zurich Municipal's partnership with Portakabin assists in supporting customers follow major property incidents. As well as the benefit of their expertise after an incident, Portakabin can offer a Building Contingency Plan survey which academies build into their Business Continuity Plan and could reduce the time needed to implement alternative accommodation.</p>	<p>£2.56 Based on a cost of £1,000 a year</p>
	<p>INSURANCE TRAINING Annual training can be provided to academy staff around insurance and claims issues. We have built and continue to develop a comprehensive risk guidance library and tools to assist Academies in managing their risks.</p>	<p>£1.28 Based on a cost of £500 a year</p>
	<p>BUSINESS CONTINUITY REVIEW Our risk consultants can provide feedback on your Business Continuity reports, which are inspected by OFSTED, to ensure they are relevant, proportionate and accurate to your particular needs.</p>	<p>£1.28 Based on a cost of £500 a year</p>
	<p>DISASTER RECOVERY WORKSHOP Our disaster recovery workshops will put your leadership teams to the test by providing them with real case disaster scenarios to ensure they are adequately aware of their role and responsibilities during an event. Our risk and insurance consultants can also throw additional hurdles to the scenarios, such as removing key stakeholders, to ensure there are no key man dependencies etc.</p>	<p>£1.28 Based on a cost of £500 a year</p>

*Average figures have been calculated based on the Department of Education's national tables in 2017. There are on average 391 pupil in 20,194 primary and secondary schools across England and Wales. Based on this figure of '391 pupils', we have predicted our academy insurance can give the relevant cost savings on average per pupil across the year.

What's the difference in cover?

When it comes to comparing the RPA and Zurich Municipal standard combined packages, there are 2 fundamental considerations which could lead to differences in price for an exact match. These are policy cover and policy flexibility. Please note: The RPA will provide some covers the Zurich policy does not and vice versa – please review our comparison table for your own evaluation.

Key:

Not included within the policy
Comparatively weaker Cover
Relative parity or greater limit

Inside of the RPA package

Line of Cover	RPA offering	Zurich Municipal Offering
Material damage Loss or damage to buildings, contents, computers and stock owned by or the responsibility of the academy	Reinstatement value of the property	Reinstatement value of sum insured <i>Zurich Municipal theft policy operates on "all theft" opposed to forcible entry/exit.</i>
Business interruption (BI) Compensation for increase in cost of working, resulting from interruption or interference with the business following a material damage loss	£10,000,000 any one loss (36 month indemnity period)	£6,000,000 over 48 months
BI – Loss of Revenue Loss of Revenue insures your school's income streams, following a building claim	Not included	£150,000 over 48 months
BI – Loss of Data Loss of Data covers the expense associated with reinstating data from back-up servers	Not included	£25,000.00
Works in progress Works in progress cover will cover properties which are undergoing repair, renovation or major rebuilding work	£250,000 (fixed)	£500,000 (flexible) <i>Flexible is included as Zurich Municipal have the ability to extend this should a large renovation/extension occur in a policy year.</i>
Money Loss of money whilst in transit or elsewhere	Various, including cash on premises or in transit £5,000	Various, including cash on premises or in transit £5,000
Public liability For all sums the academy may become legally liable to pay (including claimants' costs and expenses) as damages in respect of accidental third party injury or third party	Unlimited	£25,000,000 per incident <i>Zurich Municipal cannot promise an unlimited sum as regulated commercial insurers. However, we do not have any academies which have more than £25m for PL and EL</i>
Hirers liability Cover for hirers in the event of damage or personal injury caused by their activity.	Included in public liability	£2,000,000
Employers liability All sums the academy may become legally liable to pay (including claimants' costs and expenses) following death, injury or disease sustained by Employees and arising out of and in the course of their employment by the academy	Unlimited	£25,000,000 per incident <i>Zurich Municipal cannot promise an unlimited sum as regulated commercial insurers. However, we do not have any academies which have more than £25m for PL and EL</i>
Governors liability (including Trustees) Governors' liability expense	£10,000,000	£5,000,000

Key:

Not included within the policy
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<i>Line of Cover</i>	<i>RPA offering</i>	<i>Zurich Municipal Offering</i>
Libel and slander Libel & Slander in the event you are sued for comments made verbally or in writing including via social media	Included in public liability	£2,000,000
Deterioration of stock Loss of stock including frozen and refrigerated food	£3000 any one loss	£2,000.00
Employee and third party dishonesty Direct pecuniary loss due to the dishonesty of academy Employees and/or theft of money by computer fraud	£500,000	£1,000,000
Personal accident Compensation for accidental bodily injury to Employees, governors, trustees, volunteers and pupils of the academy whilst on the business of the academy in the UK	Included	Included
School journey (winter sports included) Compensation for travel related costs outside of the UK including medical expenses, loss of baggage, cancellation, curtailment, rearrangement and change of itinerary. Compensation for accidental bodily injury to Employees, governors, trustees, volunteers and pupils of the academy whilst on the business of the academy outside of the UK	Included	Included
Legal expenses Reimbursement of legal expenses relating to employment disputes, contractual disputes, tax investigations, civil actions in relation to school expulsions	£100,000	£250,000
Terrorism Damage caused as a result of a Terrorist Act	Included in material damage	*
Professional Indemnity Ofsted inspections	Included	Included

Outside of the RPA package

<i>Line of Cover</i>	<i>RPA offering</i>	<i>Zurich Municipal Offering</i>
Engineering inspection Inspection of equipment requiring a statutory inspection (lifts, boilers etc)	Not included	Zurich Municipal can offer as an additional policy
Engineering insurance Insurance of equipment requiring a statutory inspection (lifts, boilers etc)	Not included	Zurich Municipal can offer as an additional policy
Motor Occasional Business Use Motor OBU covers employees and volunteers using their personal vehicles during the course of school business on an occasional basis	Not included	Zurich Municipal can offer as an additional policy
Motor Motor insurance cover for employees and volunteers to use insured vehicles	Not included	Zurich Municipal can offer as an additional policy

* Please speak with SAIF for more information.

We have experience being there for schools like you...

In the current economic climate, schools are under increasing pressure to make their money work harder, and this includes getting maximum value from their insurance. In 2018, we launched a new proposition which gives schools the option to buy insurance for their academy or multi-academy trust under a comprehensive package policy, aiming to provide schools with value for money. Customers have the flexibility to include optional extras, such as cover for motor vehicles and engineering insurance and inspection.

Queen Elizabeth's Grammar School

Queen Elizabeth's Grammar School, an academy in Horncastle, Lincolnshire, was already using Zurich Municipal for its engineering insurance and engineering inspection cover, but sourced its main insurance elsewhere.

Last year, we spoke to the academy about their insurance options, and after asking three quick underwriting questions, provided a quote for a package of cover that cut the academy's premium by more than 10% for the year. Our dedicated customer account manager took the time to fully understand the needs of the school, providing additional quotes for optional elements of cover. Sandra James, from Queen Elizabeth's Grammar School, said: "A combination of a significant

financial saving, and excellent customer service, helped us to make our decision to insure with Zurich Municipal as of 1 September last year."

Later in 2018, Queen Elizabeth's Grammar School formed a multi-academy trust with three other schools, creating the Horncastle Education Trust. We were able to provide the new trust with a package of cover, which included occasional use of motor vehicles, engineering inspection and insurance, and professional negligence, which saved the trust more than £2,000. This saving was based on the insurance needs of the Horncastle Education Trust. Premiums will vary depending on the insurance needs and risk factors for each school.



How can we help you?

If you have any questions or would like further information, please contact **TBC**.

Visit our website at zurich.co.uk/municipal

Follow **@ZurichMunicipal** on Twitter

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