



## **PARENT/BOOSTER CLUB INSURANCE REQUIREMENTS**

### **School Sponsored Events with Parent/Booster Club participation**

- If your Parent/Booster Club sell food/drinks during your site events (Back To School Night, Assembly, Football Game, etc.) they are required to provide Parent/Booster Club insurance.
  - If your site or Parent/Booster Club hires an approved food \*vendor that will be on district property serving food, the food is covered by the \*vendors insurance.
  - If your site or Parent/Booster Club hires an approved food \*vendor that is just delivering the food or food is being picked up at the restaurant, insurance is not required (i.e. Dominos). Same rule applies for packaged non-perishable food such as candy, chips, etc.
  - Per CA State Food Services Department guidelines, food sales are not permitted until 30 minutes after dismissal bell.
- If your Parent/Booster Club sells spirit wear, they are not required to provide insurance.
- Site must verify approved \*vendor list when hiring any type of \*vendors coming on district property.
- If a Parent/Booster Club wishes to hire a \*vendor who is not on the approved \*vendor list, permission will be considered on a case-by-case basis, and may require District consult with legal and risk management experts.
  - List all \*vendor information on Civic Permits facility use request.

### **Parent/Booster Club Sponsored Events**

- Parent/Booster Club fundraisers require TUSD insurance requirements.
- If Parent/Booster Club submits Civic Permit for monthly/quarterly meetings, they do not need to provide insurance.
- If Parent/Booster Club plans a Movie Night, they do not need to provide insurance.
- If Parent/Booster Club hires an approved food \*vendor, the food is covered by the \*vendors insurance.
  - If your site or Parent/Booster Club hires an approved food \*vendor that is just delivering the food or food is being picked up at the restaurant, insurance is not required (i.e. Dominos). Same rule applies for packaged non-perishable food such as candy and chips.
  - Per CA State Food Services Department guidelines, food sales are not permitted until 30 minutes after dismissal bell.
- If Parent/Booster Club sells spirit wear, they are not required to provide insurance.
- Distribution of Cookie Dough, Wrapping Paper, Candy fundraiser forms going home to parents for signups does not require insurance
- Parent/Booster Club must verify approved \*vendor list when hiring any type of \*vendors coming on district property.
- If a Parent/Booster Club wishes to hire a \*vendor who is not on the approved \*vendor list, permission will be considered on a case-by-case basis, and may require District consultation with legal and risk management experts.
  - List all \*vendor information on Civic Permits facility use request.