

PART OF THE BROWN & BROWN TEAM

SCHOOL PROGRAM

ITEMS NEEDED WITH SUBMISSION:

- School information per attached applications, submitting agency, proposed effective date, bid date and pricing guidelines
- 2. Accord applications for each line of coverage requested. The Property Schedule of Values should include the following:
 - Square Footage
 - o Year Built
 - Construction Type
 - o Fire Protection Class
 - Note: Schools with >20% of blanket value in PC9 and PC10 are ineligible for the program
- 3. Supplemental applications for each line of coverage requested
- 4. Currently valued loss runs for current period plus 3 prior periods

1320 City Center Drive, Suite 325 I Carmel, IN 46032 I toll free 800.382.8837 I phone 765.457.9161 I fax

765.868-3310 www.ipep.com



K-12 School Application

Account	Name			-				
Effective	Date				Date Completed			
				General Info	ormation			
				Inspection In	formation			
Contact	Name:			Contac	ct Phone:			
Does the	district	have a writ	ten Emer	rgency Action Pl	an? 🔲 Y	′es [No	
				Property S	Section			
Yes	No							
		Does the dis	trict have a d	chemical management	t program?			
		Are all educa	ational buildi	ings protected by a ce	ntral station fire ala	rm?		
		Are all educa	ational buildi	ings protected by a ce	ntral station burglar	alarm?		
		Are there pr	esently any b	ouildings with a roof o	ver 20 years old?			
		_	Which build	ding(s):				
		□ N/A -	Roof Type(s	5):				
		□ N/A _	Frequency of roof inspection(s):					
			Expected re	eplacement year(s):				
		Are there an	ıy vacant bui	ldings?				
		□ N/A -	Which build	ding(s):				
		□ N/A _	What is/are	the building(s) used t	for?:			
			Is the buildi	ing planned for demol	ition?	□ No Ye	ear:	
				General Liabi	lity Section			
Total numbe	r of employ	/ees:			Total number of te	achers:		
Total numbe	er of K-8 stu	dents:			Total Pre-K and Da	ycare Student	s:	
Total numbe	er of 9-12 st	udents (<u>do not</u>	: include thos	se receiving vocation i	nstruction from this	district):		
Total numbe	er of studen	ts receiving vo	cation instru	ction from <u>this</u> district	t:			
Total numbe	er of studen	ts participating	g in an intern	ship or work study:				
Total Annua	Stadium R	eceipts (if appli	icable):					
Yes	No							
				rity personnel employ not qualify for EMC a				
П		Does the dis	trict have pr	ocedures in place to n	nonitor employee ar			
			•	er volunteer workers?				
		Does the dis		ate in <u>interstate</u> sport ct in compliance with	s compention?			
				under the Safe Sports	Act of Ye	es [No	□ N/A
		Does the dis	trict follow s	tate sports concussion	n policies and laws?			

Yes	No						
		Does the d	istrict sponsor any special activities	that include r	nechanical or an	nusement rides or	inflatables?
			Are rides/inflatables rented from	n a 3rd-party v	endor?	Yes	☐ No
			Is vendor responsible for setup a equipment?	and takedown	of	Yes	☐ No
		□ N/A	Are certificates required showing additional insured?	g the district a	S	Yes	☐ No
			Are maximum capacity and age I	limits enforced	?	Yes	☐ No
			How are the rides/inflatables sup	pervised?			
			Number of times per year events	s will include r	des or inflatable	es:	
		Does the d	istrict run any camps or clinics?				
			Approximate number of Athletic	Camp particip	ants:		
		☐ N/A	Approximate number of Fine Art	s (Music, Thea	tre, Art) particip	ants:	
			Approximate number of other ty	pes of camp p	articipants:		
		Has the dis	strict implemented any of the follow	ving as part of	a formal safety	program? (check a	ll that apply)
			Written safety program on use o	of machinery -	provided to all s	tudents and staff	
			Shop/Lab Inspections with unsaf	e conditions ic	lentified and cor	rections documen	ted
			First aid materials present in eac	th shop/lab			
			Periodic inspections of interior/e	exterior walkin	g surfaces		
			Snow and ice removal procedure	es			
			Visitor sign in procedures				
			Bleacher/Grandstand inspection	S			
			Playground equipment maintena	ance and surfa	ce program		
			Quality control measures for foo	d preparation:	s/storage		
			Physician, EMT, or other medical	l service provid	ders present at a	II athletic events	
			Written discipline policy – provid	ded to all stude	ents and staff		
			Written sexual abuse policy – pro	ovided to all e	mployees, volun	teers, and student	S
			Written employment policy requ	uiring backgrou	ınd checks on all	employees	
			Written policy requiring backgro	und checks on	all volunteers		
		Does the d	istrict own any <u>outdoor</u> bleachers c	or grandstands	?		
		□ N/A	Approximate seating capacity fo	r all <u>outdoor</u> b	leachers or gran	dstands	
		Does the d	istrict offer or sponsor any trips tha	at may involve	an overnight sta	y?	
		□ N/A	Are waivers required?			Yes	☐ No
			Is school supervision required?			Yes	☐ No
		Does the d	istrict have or participate in any of	the following a	activities? (check	all that apply)	
			Skiing		Foreign Travel		
			Rock Climbing		Use of guns		
			Horseback Riding		Trampoline use		
			Camping/Hiking		Archery		
			SCUBA Diving		Sky Diving		
			Whitewater Rafting		Other:		
		Are certific	ates of insurance required and reta	ained from all	contractors doin	g work on school p	oremises?
		Is any worl	c performed for outside entities?	□ N/A □ A	uto Repair 🔲	Construction	Other:

☐ No	ne / Not App	licable	Daycare/ Preschool / L	atch ł	Key Program Sect	ion
	Which of	the following	programs does the district provide? (check all that	apply)		
		Daycare	Preschool		Latch Key	
		Maximum	number of children for which the center is licensed	:		
			enter provide care for physically or mentally ed children?		Yes	☐ No
		Number of	licensed staff members: Maximum chil	d to adu	ılt ratio:	
		Describe th	ne indoor and outdoor play equipment:			
		Do any of t	he above programs offer field trips?		☐ Yes	☐ No
		□ N/A	Provide a brief description:			
		Are writter that apply)	n procedures in place for any of the following: (chec	k all	Yes	☐ No
			Medication distribution	Yes	☐ No	
			Emergency Dismissals	Yes	☐ No	
		∐ N/A	Child check out for other than legal guardian	Yes	☐ No	
			Discipline – including corporal punishment	Yes	☐ No	
□No	ne / Not Anr	dicable	Swimming	. Dool	Section	
	ne / Not App	olicable	Swimming	Pool	Section	
Yes	ne / Not App No		Swimming istrict have any diving boards or springboards?	<u>Pool</u>	Section	
Yes	No			<u> Pool</u>	Section	
Yes	No		istrict have any diving boards or springboards?	g Pool	Section	
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards:		Section Yes	□ No
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders and			□No
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders and steps have slip resistant surfaces?	d		□ No
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders ansteps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times	d	Yes	
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders an steps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times pool is open?	d	Yes	
Yes	No	Does the D	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders and steps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times pool is open? Frequency and purpose of pool rental:	d	☐ Yes	□ No
Yes	No	Does the D N/A Is pool avait N/A Are glass co	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders an steps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times pool is open? Frequency and purpose of pool rental: Is eating and drinking allowed in the pool area?	d	☐ Yes	□ No
Yes	No	Does the D N/A Is pool avai N/A Are glass co	Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders ansteps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times pool is open? Frequency and purpose of pool rental: Is eating and drinking allowed in the pool area?	d	☐ Yes	□ No
Yes	No	Does the D N/A Is pool avait N/A Are glass co	istrict have any diving boards or springboards? Height of all boards: Depth of water beneath boards: Do boards, platforms, starting blocks, ladders an steps have slip resistant surfaces? ilable for rent? Are Lifeguards or attendants on duty at all times pool is open? Frequency and purpose of pool rental: Is eating and drinking allowed in the pool area? ontainers permitted in the pool area?	d	☐ Yes	□ No

☐ Nor	ne / Not Applicable			School Se	curity Se	ection		
Yes	No							
	Are the pre personnel?	emises patrolle	ed with sec	curity Hours Pr	resent:			
				Number Ar	med	Numl	ber Unarmed	t
		П	Contract	ed				
			Officers	malayad				
Yes	No		Officers	mployed				
		Are all arme	ed officers	active, recognized Police (Officers in th	ne school's state	of residence	? N/A
				Are officers shared with	other	Yes		□No
Comple	te this section only if the			school districts or entitie				
	<u>district</u> emplo	yea officers	N/A	Are all officers provided policy and procedures	a	Yes		□No
				manual?				
				Are policies and procedu				
				reviewed periodically wi personnel as part of forr		Yes Yes		☐ No
				training?				
				Does the district have w				
				procedures for any of th following: (check all that		Yes		☐ No
				apply)				
					Deadly force			
					Non-Deadly 1	force		
				s	exual Haras	sment		
					Communicat	ole Disease		
				Do all officers meet mini	imum			
				training requirements established by the state?	?	Yes		∐ No
				Which of the following a	ire	_		_
				included as part of the h process: (check all that a	_	Yes		☐ No
					Vritten Exan	nination		
				<u>—</u> П s	creening by	interview board	<u> </u>	
						rsical examinatio		
				B	Background (check		
					Other:			
				How often must officers	recertify wi	th firearms:		
				Do all officers receive tra	_			
				in the following: (check a apply)	all that	Yes		∐ No
				s	tress Mana	gement		
					Oomestic Co	nflicts		
				<u> </u>	lostage Neg	otiations		
					Jse of Chem	ical Weapons		
					Jse of Firear	ms		
					Jse of Tazers	S		
					Coverage /	Limits Requeste	d	
				\$1,000,000 / \$1,000,	000	\$1,000,000/\$	2,000,000	
				Deductible Option:	\$1,000	\$2,500	\$5,000	
				Medical Payments:	\$5,000	\$10,000	None	

					Auto Se	ction			
Yes	No								
		Are MVR's	checked before allowing a person to operate school owned vehicles?						
		Is Driver Tra	aining offered	1?					
			Does the D	istrict hav	e a driver ed	ucation car	?	Yes	☐ No
			□ N/A	Does th	e car have di	ual controls	5?	Yes	☐ No
			□ N/A	Which a	uto(s) is/are	driver ed.	cars?		
		Are district	owned buses	utilized?					
					emented a Fl following? (c			Yes	☐ No
			meraanig a				f driving records		
					Distracted	d Driver po	licy		
			□ N/A		Cameras	on buses			
					Hiring Sta	ndards incl	uding the followir	g: check all that apply)	
							MVR Check		
					∐ N/A		Driver Age		
					,		Experience		
		Is the Distri	ct contracting	g a license	d and insure	d firms or I	ndependent Cont	ractors?	
			Does the fi	rm carry a	minimum o	f \$1,000,00	0 CSL?	Yes	☐ No
			Is the distri	ct shown	as an Additic	nal Insured	! ?	Yes	☐ No
			Does the d	istrict run	MVR's?			Yes	☐ No
			Does the d	strict run	Background	Checks?		Yes	☐ No
			Number of	firms or c	ontractors th	ne district o	ontracts with:		
			Cost of Hire	e:					
				Inla	nd Marin	e Sectio	n		
Yes	No								
		Is Dwelling	Under Consti	uction co	verage need	ed for shop	class purposes?		
			Address:						
		∐ N/A	Protection	Class:			Coverage Limit	:	

				(Crime Section	on			
Yes	No								
		Is Acord 14	1 complet	ed? (Required)					
		Are Passwo	Are Passwords used to access the computer system?						
				en are passwo					
		□ N/A		e system lock a attempts?	ifter repeated u	ınsuccessful	Yes	☐ No	
			Does the		ge passwords af	fter an	Yes	☐ No	
		Does softw	are autom	atically lock af	ter periods of ir	nactivity?			
	Note:	If over \$10	0,000 of C	rime coverage	is requested, s	upplemental Crir	ne Questionna	ire will be required.	
		Is Compute	er Fraud be	eing requested	?				
			Do Com software		o-to-date virus o	checking	Yes	□ No	
			Are fired		rograms used i	n your	Yes	□No	
			Is a writ	ten computer _l	policy strictly er	nforced?	Yes	☐ No	
				•	s located in a m wers from seei	nanner that ng the screens?	Yes	□ No	
		□ N/A		transfer funds ne, or other wi	or other assets re method?	by computer,	Yes	☐ No	
			Is a pass system?	•	to access the t	ransfer	Yes	□No	
			Name(s	and Position(s	s) of those auth	orized to make tr	ansfers:		
			•	•	Fraud limit ove derwriting for	er \$100,000? (if	Yes	П No	
				uestionnaire)	derwriting for	Computer	res	<u></u> №	
Number of I	Employees v	vho handle n	noney or s	ecurities:					
				Cybei	Solutions S	Section			
Limits Reque	ested		\$50,000	\$100,000	\$250,000	\$500,000	\$1,000,000	No Coverage Requested	
	Data Com	promise							
	Cyber Liab	oility							
Yes	No	I							
					•	nation in the last			
		Does the d	istrict cond	duct backgroun	d screens for p	rospective emplo	yees?		
		Is there a p	osted doc	ument retentio	n/destruction p	policy in place?			
		Does the d	istrict cent	rally maintain	regularly updat	ed computer secu	urity measures	on all computers?	
		Are the diswith limite	-	oyee, custome	er and other phy	ysical records mai	intained in a se	parate and secure environment	
		Is access to	personal	information re	stricted by job p	oosition?			
		Is there an	employee	responsible fo	r the security a	nd privacy of info	rmation?		
		Does the d	istrict have	a comprehen	sive Informatio	n Security and Pri	vacy Policy?		
					curity training/i		people who ha	ve access to personally	
							or accessing the	e internal network?	
		Does the d	istrict back	up computer	data and store	it off site?			
		Does the di		encryption tecl	nniques for seco	ure communication	ons and the tra	nsfer of confidential	

	L	inebacker (Employment Practices and Errors & Omissions) Section							
Yes	No								
		Does the district have a written administrative procedure to assure compliance with federal law pertaining to student records – right to privacy?							
		Is the district involved in any disputes regarding integration, segregation, or school busing?							
		Has any school been closed or school activities disrupted during the past three years due to student or teacher strikes or action?							
		Does the district have special education programs and/or facilities for the developmentally, mentally, emotionally, or physically disabled?							
		Does the district have written policies and procedures for any of the following as they pertain to <u>students</u> ? (check all that apply)							
		Suspensions Expulsion							
		Corporal Punishment Possession of Weapons							
		☐ Drug Testing and Searches ☐ Sexual Misconduct							
		Bullying							
		Has the district established written guidelines for reporting and investigating allegations of harassment (including sexual harassment) brought by students?							
		Has the district developed written guidelines for reporting instances of suspected child abuse to proper authorities?							
		Does the district plan to merge with another school within the next three years?							
		Has any district bond proposal been defeated by voters within the past three years?							
		Was or will a modified proposal be							
		Does the district do any data processing or computer software development for others?							
		Does the district have a human resources coordinator or someone responsible for employment matters?							
		Does the district have a written manual including all personnel policies and procedures?							
		Is the manual distributed to all employees?							
		Does the employee manual include a reservation of rights to change/modify/terminate policies?							
		☐ N/A Does the manual ask the employee to sign a receipt acknowledging they have received and understand The manual? Output Does the manual ask the employee to sign a receipt acknowledging they have received and understand The manual?							
		Is the manual reviewed by counsel experienced and Yes No N/A qualified in employment law?							
		Does the district have a written policy with respect to sexual and non-sexual harassment?							
		Does the district have a formal written procedure for employee disputes/complaints?							
		Does the district have a written progressive disciplinary procedure?							
		Have any EEOC complaints been filed within the past three years?							
		Has any employee, former employee, or job applicant made claim against the district for this insurance or any of its officials or employees within the past three years alleging unfair or improper treatment in connection ith any job?							
		Has any official or employee been involuntarily dismissed from employment within the past three years or are any staff reductions anticipated within the next twelve months?							
		Does the district consult with its Human Resources Department or outside counsel prior to dismissing any employee?							
		Is a criminal background check completed on all employees?							
		Are there any pending or ongoing claims against anyone for whom insurance is intended hereunder which may fall within the scope of this proposed or similar insurance currently in effect or applied for, not previously described in this application?							
		Has similar insurance on behalf of the district been declined, cancelled or non-renewed?							

Total Expenditures for current fiscal year (other than for projects financed by bonds): \$									
Total Income for current fiscal year (other than borrowed funds.): \$ Total Deficit/Surplus: \$									
Number of Board Members:									
Coverage Requested	Occurrence	□ c	laims Made	Retro Date:					
Limits Requested			\$100,000 Each	Loss / \$1,00	0,000 Aggregate				
			\$250,000 Each	Loss / \$1,00	0,000 Aggregate				
	·		\$500,000 Each	Loss / \$1,00	0,000 Aggregate				
	-		\$1,000,000 Ea	ch Loss / \$1,0	000,000 Aggregate				
	-		\$1,000,000 Ea	ch Loss / \$2,0	000,000 Aggregate				
	-								
Optional Coverages	☐ Yes	☐ No	Loss of Salary/	Fringe Benef	its (subject to availability)				
	Yes	☐ No	Limited Errors	and Omissio	ns – School Professionals				
Restrictive Endorsement	☐ Yes	☐ No	Board Membe	rs and Organ	ization Only as Insured?				
		Claims	Made Prior	Acts Sec	tion				
Yes No									
		•			d/or is now pending which	was not covered by the			
		,			of this insurance? , which might result in a fu	ture claim under the scope			
	of this insurance			. ,					
	☐ None				s) in writing with details of laims within the scope of t	all known claims as well as his insurance?			
					·				
	Previous Carrier II	nformation ((for previous cov	erage writte	n on a Claims Made form)				
	Linebacker (EP	LI / E&O)	Employee	Benefits	Abuse / Molestation	Law Enforcement			
Name of Prior Carrier									
Policy Limits									
Prior Coverage Effective									
Dates First year in Claims Made									
· · · · · · · · · · · · · · · · · · ·									
Proposed Retro Date									
Troposed Netro Bate		Private Pinton							
Prior Acts Disclosure	_ igned authorized of	fficials of the	e applicant's gov	erning body (declare that to the best of	their knowledge the			
Prior Acts Disclosure The unders statements	set forth herein ar	e true. The ເ	undersigned agre	es that if the	information supplied on t	their knowledge the this questionnaire changes will immediately notify the			

agreement to bind any insurance.

Private School Section (If Applicable)							
		General Information Section					
Tax Filir	g Status:	☐ For Profit ☐ Not for Profit					
Yes	No						
		Does the school have any boarding or dormitory exposures? (if "Yes", this school will not qualify with EMC)					
		Do school educators, at a minimum, meet the state educational requirements?					
		If "No", please explain:					
		Is the school a 501(c)(3)?					
Incl	uded						
[Please include a copy of the most recent financial statement for the school.					
		Admissions Process Section					
Yes	No						
		Are there requirements for proof of age?					
		Are there requirements for proof of immunization?					
		Are there requirements for proof of residence?					
		Is there an entrance exam?					
		Are all prospective students interviewed prior to admission?					
		Curriculum Development Section					
Describe how	curriculum is c	developed, including how it may differ philosophically from traditional or public education.					
How frequent	tly is curriculum	n reviewed?					
	,	·······································					

Declaration and Attestation

The policy will be subject to a deductible, which can be consumed by either losses, defense costs paid by the Company, or costs paid by the applicant, but subject to the Company's knowledge and consent. The amount of the deductible will vary in accordance with the table of premiums and deductibles filed on behalf of the Company with the Insurance Department.

The authorized signer of this application represents or warrants to the best of his or her knowledge and belief that the statements set forth herein are true and include all material information. The authorized signer also represents or warrants that any fact, circumstance or situation indicating the probability of a claim or action now known to any entity official or employee has been declared, and it is agreed by all concerned that omission of such information shall exclude any such claim or action from coverage under the insurance being applied for. Signing of this application does not bind the insurance company to offer nor the authorized signer to accept insurance, but it is agreed this application and any attachments thereto shall be the basis of the insurance and will be incorporated by reference and made a part of the policy should a policy be issued.

This application provides the Company with certain indicators as to underwriting acceptability. It does not provide information on policy coverages nor does it alter the terms of the policy.

Applicable in Indiana

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects the person to criminal and civil penalties.

Applicable in Kentucky

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime.

Applicable in Ohio

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement, is guilty of insurance fraud.

Applicant		 Date
Signed		
	Authorized Entity Representative	Title
Agent/Agency	y Name	