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1<sup>st</sup> November 2017

Monmouthshire County Council  
Innovation House  
Wales 1 Business Park  
Magor  
Caldicot  
NP26 3DG

### **Client Information Letter**

We, Aon UK Limited, are insurance brokers acting on your behalf only in accordance with our terms of business agreement. We have agreed to provide this letter to confirm that the contract(s) of insurance described on the attached pages (the 'Insurances') are in force at the date of this letter.

All of the Insurances are subject to their specific policy terms, conditions and exceptions, not all of which may be summarised on the attachment. Please refer to the actual policies if full terms and conditions are required.

We accept no obligation to inform any other person or entity should any of the Insurances be cancelled, assigned or changed in such manner as to affect the accuracy of this document. Unless we specifically agree otherwise in writing, and to the fullest extent permitted by law, we do not accept any liability to anyone other than you, our client (and any such liability to you will be subject to the limitations contained in our terms of business agreement, and/or any other agreement, with you) for the content of this letter and its attachments.

Yours sincerely,

John Kavanagh  
Client Manager - Leicester  
For and on behalf of Aon UK Limited

#### **Aon UK Limited**

Registered office | The Aon Centre | The Leadenhall Building | 122 Leadenhall Street | London | EC3V 4AN  
Registered in England & Wales No. 210725 | VAT Registration No. 480 8401 48

Aon UK Limited is authorised and regulated by the Financial Conduct Authority

## The Insurances

### Group Personal Accident/Travel Insurance – School Journey

Insurer: Royal & Sun Alliance  
Policy number: RKL13563  
Policy Period: 12 months effective from 1<sup>st</sup> October 2017

#### Operative cover:

##### Endorsement A - Operative Time

Any organised trip undertaken by an Insured Person with the authorisation of the participating school involving travel outside the designated school boundaries of the participating school

In respect of any trip less than one day's duration cover shall be operative from the time of leaving the school boundaries until arrival back within the school boundaries

In respect of any trip of more than one day's duration cover is extended to include travel directly from the Insured Person's home address to the place of official assembly at the commencement of the trip and travel directly from the official place of dispersal to the Insured Person's home address upon completion of the trip

#### Categories Insured:

Cat F - Any pupil enrolled at a participating school resident in Britain

Cat I - Any Child other than Category A who is authorised by the participating school to undertake a Journey resident in Britain

For full details of the policy Benefits and Limits please refer to the policy schedule no:RKL13563included below:



Monmouthshire  
County - UKC04007E

A full copy of the policy wording is shown below:



UKC04007E Group  
PA and Annual Busine