

Safety plan (Emergency safety manual)

Trial driving session name	
School name, Team name	
Date	
Venue	
Emergency contacts for extracurricular activities	
Director	
Organizer	
Number of participants	
Emergency Safety Committee (Optional)	
Emergency hospital	
Insurance Coverage	
Time Schedule	(see the Appendix)
Course Map	(see the Appendix)
Staff layout drawings & list	(see the Appendix)
Other, notes	

This safety plan must be kept by each team for one year.