



## Okotoks Minor Hockey Association

*"Practice and play like a champion today!"*

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## Bus Travel Policy

Manager or member of coaching staff organizing the Bus trip must ensure the following is in place prior to securing the vehicle:

- Proof of insurance and liability limits
- Driver log books
- Emergency Exits (roll over and on wheels) discussion before bus pulls out
- Seat belt use (if available)
- First Aid Kit

Prior to the first trip of the year, managers will be required and expected to use [www.triproster.com](http://www.triproster.com) to manage the passengers for the trip. This app will communicate with an administrator within OMHA and let us know where you are going, who's on the bus to and from, and when you get back. The manager will have to load the roster onto the app before the trip date. They can also add siblings and parents to make sure they are accounted for as well.

Upon loading of the Bus, to destination, managers must log into [www.triproster.com](http://www.triproster.com) and check off who's on the bus:

- players
- coaching staff
- parents
- siblings
- anyone else that may be riding on that bus for that trip

At that point the app will have 4 check points, when you leave, when you arrive at location, when you depart the location, and when you arrive back at home.

Failure to follow these steps will result in a team fine and potential suspension. It is a way for us to make sure that we know who's on the bus incase an accident happens. Heaven forbid it does not.