

A Member of the Tokio Marine Group

One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

No

SCHOOLS RENEWAL APPLICATION

SUBMISSION REQUIREMENTS:

- · Signed Statement of Values for blanket limits and / or Agreed Value
- Signed Educational Business Income Worksheet for blanket limits and/or Agreed Value or limits greater than \$1M at any one location
- An ACORD application, if adding Property, General Liability, Inland Marine, Crime, Autos or an Umbrella.
- Terrorism Relection / Rejection Form
- Automobile Selection / Rejection forms, if applicable

GENERAL	A D D I	IC A NIT	INICODA	ATION
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Date:

Applicant Name:

Renewal Effective Date: Renewal of Policy Number:

Current website address: www.

Risk Management Contact: Risk Management's Phone:

Risk Management's Email:

THERE HAVE BEEN NO CHANGES TO THIS POLICY'S COVERAGES

Please complete sections on SECURITY, ATHLETICS, and SEXUAL MISCONDUCT.

Sign and date at the bottom.

QUOTE RENEWAL WITH THE FOLLOWING CHANGES:

Mailing Address:

Deleting Location(s):

PROPERTY	NO CHANGES

Does the school own any buildings that are vacant or unoccupied?

Yes

If yes, please provide details for each building, including anticipated plans for the building.

Please note any changes to the following in regards to updates / replacement, etc.:

Roof: Plumbing: Wiring: Heating: Painting:

Delete / Amend the following:

CRIME NO CHANGES

Delete / Amend the following:

INLAND MARINE NO CHANGES

Delete / Amend the following:

GENERAL LIABILITY NO CHANGES

Please note any changes to the following exposures:

Pre-K /Daycare Elementary (K-8th) High School (9th-12th) College Teachers

Are all swimming pools and spas compliant with Virginia Graeme Baker Pool and Spa Safety Act? If no, provide time table and action plan:

Yes No

AUTO NO CHANGES

Delete vehicles as follows:

1.	Does the Applicant use an independent school bus contractor to transport students? a. If yes, are Certificates of Insurance required from the contractor? If yes, attach Certificate of Insurance.	Yes Yes	No No
2.	b. Is the school an additional insured on the contractor's policy? Does the Applicant hire or borrow vehicles for non-busing purposes? If yes, please describe purpose and length of time vehicles are hired or borrowed:	Yes Yes	No No
3.	Approximately how many cars are hired or borrowed annually? Total cost of hire, bus contractors: \$ Total cost of hire, other: \$		
4.	Are any buses leased or loaned to others or used by outside organizations? If yes, please explain:	Yes	No
5.	Number of employees using their own vehicles for school business (occasional or full-time use):		
6.	For those employees who use their own vehicles for school business, either full-time or occasionally, does the school require the employee to carry primary insurance?	Yes	No
	If yes, what is the maximum limit the Applicant is requiring them to carry? \$	100	140
7.	Does the Applicant have a full-time fleet manager?	Yes	No
	If yes, please advise:		
	Number of years in current position: Total numbers of years' experience: If no, who is responsible for fleet safety and maintenance?		
8.	Does the school have a routine maintenance program for all vehicles?	Yes	No
9.	Are maintenance records kept for each vehicle?	Yes	No
10.	Does the Applicant's organization utilize GPS fleet telematics devices?	Yes	No
	If yes, please check off the fleet telematics being utilized:		
4.4	Plug in Hard wired Mobile Phone Other:		
11.	What percentage of the Applicant's fleet is provided with these fleet telematics devices?	Voo	No
12.	Does the school obtain Motor Vehicle Reports on ALL employees? If yes, when? At Time of Hire Annually Randomly (based on accidents or suspicion	Yes	No
13.	Does the Applicant have a formal driving policy in place with MVR standards?	Yes	No
	a. Is driving communicated in writing to all employees?	Yes	No
	Does the policy prohibit the use of cellphones/electronic messaging while driving?	Yes	No
	b. Is a signed acknowledgement form kept on file?	Yes	No
	If yes, please attach a copy of signed acknowledgement.	V	NI-
	 Does the Applicant have written guidelines defining an acceptable Motor Vehicle Record? If yes, attach copy of guidelines. 	Yes	No
14.	What action is taken if an "unacceptable" driver is identifiable?	Yes	No
15.	Does the Applicant perform accident investigations for each automobile accident?	Yes	No
16.	Does the Applicant allow any newly hired drivers to operate vehicles without going through a		
17	company-specific documented driver training?	Yes	No
17.	Describe any ongoing training provided to drivers:		

18. Describe security regarding bus/vehicle storage:

Locked Garage Fenced Lot Lighting Security Cameras

Security Personnel Vehicle Locked When Unattended Other:

UMBRELLA Limit change: \$

If Umbrella covers Employer's Liability please provide the underlying carrier information:

Carrier:

Policy Term:

Policy Number:

Each Employee: \$

ACCREDITATION INFORMATION

1. Is the Educational Institution accredited?

Yes No

If yes, list accrediting organization(s): (check all that apply)

Middle States Commission on Higher Education

New England Association of Schools and Colleges Commission on Institutions of Higher Education

North Central Association of Colleges and Schools The Higher Learning Commission

Northwest Commission on Colleges and Universities

Southern Association of Colleges and Schools Commission on Colleges

Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges

WASC Senior College and University Commission

New York State Board of Regents

Accrediting Council for Independent Colleges and Schools

Distance Education and Training Council Accrediting Commission

Association for Biblical Higher Education Commission on Accreditation

Association of Advanced Rabbinical and Talmudic Schools Accreditation Commission

The Association of Theological Schools in the United States and Canada Commission on Accrediting

Transnational Association of Christian Colleges and Schools Accreditation Commission Other:

2. Date of most recent review:

What was the outcome of the most recent review?

Accreditation Continued Denial of Accreditation Warning

Accreditation Continued – Probation Withdrawal of Accreditation

follow-up report requested

Appeal Show Cause Other:

3. Are all programs offered at the schools accredited by the above listed association(s)?
 4. Have any programs or degrees been accredited by additional specialist agencies?
 5. Yes No If yes, please attach a listing of the program or degrees and the specialist agency.

5. Does the Educational Institution offer job placement services for students?

If yes, is there a disclaimer signed by students acknowledging that there is no job placement guarantee?

Yes No.

Yes

Yes

No

No

No

No

6. What is the Educational Institution's course completion rate?

7. What is the Educational Institution's job placement rate? %
8. What is the Educational Institution's loan default rate? %

9. What is the percentage of online courses?

10. Has the Educational Institution or any of the Educational Institution's academic programs ever lost accreditation, been placed on probation or become unable to gain accreditation?

1. In the last 12 months, has the Educational Instituting eliminated or closed any academic programs, including music, arts or athletic programs?

12. In the next 12 months, does the Educational Institution anticipate eliminating or closing any academic programs?

Yes No

SECURITY

1. Are there security guards at the school daily? If no, please proceed to Question 8.

Yes No

2. Indicate the number of personnel providing security services:

Employed: Unarmed Security: Armed Security: Contracted: Unarmed Security: Armed Security:

3. When security is contracted to a third party, is the contractor's general liability/law enforcement professional liability policy required to name the educational institution as an additional insured?

Yes

	If yes, does the third party maintain a minimum limit of liability coverage and indemnify the educational institution? If yes, indicate the minimum limit of liability of general / police professional liability coverage the Applicant's institution requires: \$	Yes	No
4.	Do security personnel have arresting authority?	Yes	No
5.	If there is employed armed security, are they trained and / or re-certified annually to the	100	140
0.	standards required for public sector law enforcement personnel within the political subdivision		
	for use of weapons?	Yes	No
6.	Are criminal background checks and psychological reviews provided for all employed security?	Yes	No
0.	If yes, how often are these checks and reviews conducted: Every months.	100	140
	If no, explain:		
	ii iio, expiaiii.		
7.	Is the Applicant's security department accredited by the International Association of Campus		
٠.	Law Enforcement Administration (IACLEA)?	Yes	No
8.	Does a mutual aid agreement exist with local city or county police?	Yes	No
9.	Does the Applicant permit staff, volunteers, or visitors to carry open or concealed firearms on	163	NO
9.	the premises?	Yes	No
40		res	No
10.	If the Applicant does not permit open and / or concealed carry of firearms on any premises for		
	which the Applicant is requesting insurance coverage, do all locations have signage which		
	conspicuously identifies the building as a Gun Free Zone?	Yes	No
11.		Yes	No
	Do faculty, staff, or employees store weapons on premises?	Yes	No
12.	Does the Applicant's Weapons Ban Policy have any exceptions?	Yes	No
	If yes, please provide a copy.		
13.	Does the educational institution have emergency call boxes located throughout the campus that		
	are connected directly to campus security or policy?	Yes	No
14.	Does the educational institution provide after-hours security escort service for students?	Yes	No
	FTICO		
ATHL	ETICS		
ATHL 1.			
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SEXUAL MISCONDUCT

1.	Does the Applicant's employment process (for employees and volunteers) include verification of whether the individual has ever been convicted of any crime, including sex-related or child		
	abuse related offenses, before an offer of employment is made?	Yes	No
2.	Does the school's state permit the Applicant to do criminal background investigations?	Yes	No
	If yes, does the school routinely request and receive such background investigations?	Yes	No
3.	Do any independent contractors have access to students or perform operations where they will		
-	be physically touching another person?	Yes	No
	If yes, please explain:		
	A		
4.	Does the Applicant perform background checks on hired independent contractors?	Yes	No
5.			No
6.			No
7.			No
8.	Does the Applicant have a written policy addressing sexual abuse, molestation, and		
٠.	harassment?	Yes	No
	If yes, are the policies communicated annually to: Staff Students Volunteers		
9.	Does the Applicant maintain documentation of the communication of the policies prohibiting		
٥.	sexual abuse, molestation and harassment?	Yes	No
10.	Does the Applicant have written procedures for dealing with and reporting sexual abuse,	100	140
10.	molestation, and harassment?	Yes	No
11.	Are the Applicant's policies and procedures regarding sexual abuse, molestation, and	162	INO
11.		Voo	No
	harassment reviewed by counsel and updated on a periodic basis?	Yes	No

WINTER WEATHER FREEZE-UP PROTECTION

This section must be completed by all risks that have a location in one of the following states: AR, CT, DC, DE, GA, IL, IN, KY, ME, MD, MA, MI, MO, NH, NY, NJ, NC, OH, PA, RI, SC, TN, TX, VT, VA, WV, WI

1.	Fire Protection and Testing a. Is the building provided with an Automatic Fire Sprinkler System (AS)? i. If yes, approximately what percentage (%) of the building is sprinklered? ii. If yes, what type of sprinkler system is installed? Wet-Pipe Dry-Pipe iii. If yes, when possible, is the sprinkler piping primarily run within conditioned areas designed to ensure the temperature remains above the 45°F minimum	Yes % Both	No	N/A
	temperature? 1. If no, please describe freeze prevention measures (e.g. temperature monitoring, heat trace, full insulation on piping or roof):	Yes	No	N/A
	iv. If yes, is the testing & inspection by qualified sprinkler contractor completed	.,		
	within past 12 months & includes a formal winterization review?	Yes	No	N/A
2.	v. If yes, are the alarms tied to a 24 hour UL listed monitoring company? Emergency Water Response (domestic and AS water lines) a. Are water shutoff valves (domestic and AS water lines) marked and readily	Yes	No	N/A
	accessible?	Yes	No	N/A
	b. Are water shutoff valves exercised (closed and reopened) at least annually?c. Is the staff qualified to respond and shut off the water main during normal business	Yes	No	N/A
3.	hours and off hours? Automatic Water Shutoff Devices	Yes	No	N/A
	 For domestic water lines, is there a water flow detection, notification and automatic shutoff? 	Yes	No	N/A
4.	Unused/Vacant Spaces		-	
	 Does Applicant have a formal process to turn off and drain domestic water lines for these spaces? 	Yes	No	N/A
5.	Unheated Areas (attics, crawl spaces, exterior wall joists)			
	 a. Are all domestic water lines located in areas heated to at least 45°F? i. If no, please describe freeze prevention measures (e.g. temperature monitoring, heat trace, full insulation): 	Yes	No	N/A

6. General Comments:

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that he/she is an authorized representative of the Applicant and declares to the best of his/her knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company * in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy.

*Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

VIRGINIA APPLICANT: READ YOUR POLICY. THE POLICY OF INSURANCE FOR WHICH THIS APPLICATION IS BEING MADE, IF ISSUED, MAY BE CANCELLED WITHOUT CAUSE AT THE OPTION OF THE INSURER AT ANY TIME IN THE FIRST 60 DAYS DURING WHICH IT IS IN EFFECT AND AT ANY TIME THEREAFTER FOR REASONS STATED IN THE POLICY.

FRAUD NOTICE STATEMENTS

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 AND SUBJECTS THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). (IN NEW YORK, THE CIVIL PENALTY IS NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000) AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION). (NOT APPLICABLE IN AL, AR, AZ, CO, DC, FL, KS, LA, ME, MD, MN, NM, OK, PA, RI, TN, VA, VT, WA AND WV).

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APPLICABLE IN COLORADO: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

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APPLICABLE IN KANSAS: AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

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APPLICABLE IN PENNSYLVANIA: 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 SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

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NAME (PLEASE PRINT/TYPE)	TITLE (MUST BE SIGNED BY THE PRESIDENT, CHAIRMAN, CEO OR EXECUTIVE DIRECTOR)
SIGNATURE	DATE
SECTION	TO BE COMPLETED BY THE PRODUCER/BROKER/AGENT
PRODUCER	AGENCY

(If this is a Florida Risk, Producer means Florida Licensed Agent)

PRODUCER LICENSE NUMBER (If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)

Name of Applicant:

One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

Underwritten by: Philadelphia Indemnity Insurance Company

CYBER SECURITY LIABILITY ENDORSEMENT – SUPPLEMENTAL QUESTIONNAIRE

Addres City: Websit Nature	te: w	ww:		State:	Zip:		
1.	Anr	nual	sales or revenue: \$				
2.	belo	ongir	e Applicant collect, store or otherwise handle any Persong to customers, clients, or other third parties, other than lease indicate the types of Personally Identifiable Inform	n employees?	, ,	Yes	No
		a.	Social Security Numbers, Bank or Other Financial Accorder State Identification Numbers	ount Details, Driver's Li	cense or		
		b.	Non-public Medical or Healthcare Data, including Prote	ected Health Information	n (PHI)		
		C.	Credit or Debit Card Information				
3.	a.	daı	ring the last three (3) years, has anyone alleged that the nage to their computer system(s) arising out of the oper tem(s)?			Yes	No
	b.	law	ring the last three (3) years, has anyone made a deman suit against the Applicant alleging invasion or interferer opropriate disclosure of Personally Identifiable Informat	nce of rights of privacy of		Yes	No
	c.		ring the last three (3) years, has the Applicant been the on by any regulatory or administrative agency for privace		ion or	Yes	No
	d.		ne Applicant aware of any circumstance that could reas m being made against them for the coverage being app		o result in a	Yes	No

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