## This form is to be used by drivers of all vehicles that transport students to official school activities.

## The original form is to be filed in the school office.

## The Driver may NOT be a Secondary School Student.

## Please PRINT all information clearly.

|  |  |
| --- | --- |
| School: |       |
| Name of Owner: |       |
| Address of Owner: |       |
| Name of Driver: |       |
| Address of Driver: |       |
|  [ ] Employee | [ ] Parent | [ ] Volunteer | Other: |       |
| Vehicle to be Used | **Vehicle 1** | **Vehicle 2** |
| Year/Make/Style |       |       |
| Colour |       |       |
| BC License Plate #  |       |       |
| Passenger Capacity |       |       |
| # Functional Seat Belts |       |       |
| # Air Bags |       |       |

**Board policy requires that a minimum of $3,000,000.00 liability insurance be carried on any vehicle used to transport students to or from a school function.**

**Board policy also requires that all volunteers having unsupervised access to students authorize the local RCMP office to conduct a Police Information Check with Vulnerable Sector Screening**

**Child Seats/Booster Seats in Rented or Private Vehicles**

**An elementary school child, or any other child of small stature, MAY NOT RIDE in a front passenger seat.**

# All drivers are responsible for transporting children in an age/weight-appropriate child restraint device until the child reaches their 9th birthday OR 145 cm (4’9”) in height (whichever comes first).

Booster seats are for children who are under 9 years of age AND over 18 kg. (40 lb.) in weight, and should be used until the child reaches 9 years of age OR a height of 145 cm (4’9”). Drivers will comply with all child restraint requirements, as follows:

* Children under 18 kg. (40 lb.) are to be secured in a child car seat with a harness;

# Children who weight at least 18 kg. (40 lb.) are to be secured as indicated below until the child reaches their 9th birthday OR 145 cm (4’9”) in height, whichever comes first, either:

* + in a booster seat, in a seating position equipped with a shoulder harness OR

# in a lap belt only (no booster), if a seating position equipped with a shoulder harness is NOT available in the vehicle

* Children who are at least 9 years of age to 16 years are to be secured:

# in a seating position equipped with a shoulder harness OR

* + in a lap belt, if a seating position equipped with a shoulder harness is not available in the vehicle

**DRIVING record (Driver’s abstract)**

[ ]  a copy of my driver’s abstract from ICBC has been attached to this application.

(This can be obtained via: (<https://www.icbc.com/driver-licensing/getting-licensed/Pages/Your-driving-record.aspx>)

In volunteering to transport students, I am aware of the following School District requirements (*please check*

*each box that applies*):

[ ]  The Driver must carry a valid driver’s license and a minimum of $3,000,000.00 liability insurance. Upon request the driver must provide a copy of their current driver's license and abstract to the school principal/vice principal.

[ ]  The Driver must ensure that each passenger wears a seat belt (or is seated in an appropriate booster seat).

[ ]  The Driver will have chains for the vehicle and am able to attach them when driving to ski hills.

[ ]  The School District does not accept responsibility for any damage to the vehicle in the event of an accident, nor for deductible, loss of insurance discount, or loss of use.

[ ]  The motor vehicle used for student transportation is in good mechanical condition and is road worthy.

[ ]  The vehicle used will only be driven by the volunteer driver noted above who must have at least two years safe driving experience and be in good health. The driver cannot be a secondary student.

[ ]  The Driver will be required to take a twenty-minute rest period after every three hours of continuous driving.

[ ]  The Driver will ensure that baggage and equipment are stored securely in the compartments provided within or on the vehicle and within the bounds of safety for the vehicle being used.

[ ]  When transporting students in their own vehicle on a district field trip, all drivers must comply with all Board bylaws, policies and administrative procedures and applicable *Legislative* *Acts* (such as ICBC and including those which prohibit the use of tobacco or alcohol).

|  |  |  |
| --- | --- | --- |
| Driver’s Name (please print):      | Date (d/m/yr):      | Driver’s signature: |
| Approving Principal’s Name (please print):      | Date (d/m/yr):      | Approving Principal’s Signature: |

**\*If the vehicle is operated by a person other than the owner, the following statement MUST be completed:**

I consent to the above described driver operating the vehicle and transporting passengers in connection with school activities.

|  |  |  |
| --- | --- | --- |
| Owner’s Name (please print):      | Date (d/m/yr):       | Owner’s signature: |