



**FIELD TRIP, INSTRUCTIONAL TOURS, AND REMOTE FIELD TRIPS**

VOLUNTEER DRIVER APPLICATION FORM FOR POLICY 338

GROUP TRAVELLING: \_\_\_\_\_

SCHOOL NAME: \_\_\_\_\_

SPONSOR TEACHER: \_\_\_\_\_ GRADE: \_\_\_\_\_

DRIVER'S NAME: \_\_\_\_\_ DRIVER'S PHONE#: \_\_\_\_\_

DRIVER'S ADDRESS: \_\_\_\_\_

- Copy of Driver's Licence attached
- Copy of Driver's abstract attached
- Copy of current registration/insurance attached
- Copy of criminal record search completed

**VEHICLE INFORMATION**

VEHICLE MAKE \_\_\_\_\_ STYLE \_\_\_\_\_ COLOUR \_\_\_\_\_

PASSENGER CAPACITY \_\_\_\_\_ YEAR/LICENSE \_\_\_\_\_

**PLEASE READ**

In agreeing to transport students, I am aware of the regulations below:

1. Cars volunteered for student transportation must be insured and must be properly equipped with seatbelts. Each student must have a seatbelt properly secured when travelling.
2. Passengers under 13 years of age must not be transported in the front passenger seat if the vehicle is equipped with an airbag.
3. Drivers of vehicles must ensure that children in their cars, and under 9 years of age, unless they have reached a height of 145 cm. (4'9") tall, use booster seats.
4. The Diocese has excess third party liability coverage for volunteer drivers, so drivers do not require special insurance coverage to transport students. The present coverage is ten million dollars. The volunteer driver must have, as a minimum, basic liability insurance.
5. The school nor the Diocese does not accept responsibility for the deductible portion of collision insurance in the event of an accident.
6. The volunteer driver should ensure that, to the best of his or her knowledge, the motor vehicle used for student transportation is in good mechanical condition.
7. Volunteer drivers must have full privilege drivers' licenses, be at least 21 years of age and be in good health. They must have three years' driving experience.
8. In winter, the vehicle must be equipped with tires rated for winter driving.
9. Volunteer drivers are not to allow smoking by any occupant including themselves in their vehicles while transporting students.
10. A volunteer driver must act as a prudent parent with respect to passengers.

**NOTE:** If a vehicle has the capacity to carry more than 15 occupants and is carrying more than 15 occupants, the driver must have a CLASS 4 DRIVER'S LICENCE.

**VOLUNTEER DRIVER DELARATION**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE (YYYY/MM/DD)

**ATTACHMENTS**

- Ensure all required attachments are submitted with this form.