

**VOLUNTEER DRIVER REGISTRATION AND APPROVAL FORM**

School: \_\_\_\_\_ Name of Vehicle Owner/Driver: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ I have a valid Class \_\_\_\_\_ Driver's License No. \_\_\_\_\_ (Attach copy)

I **certify** that I have had no impaired driving charges, and no criminal charges related to a motor vehicle in the past 24 months. \_\_\_\_\_ (Initial)\*

**Vehicle and Insurance Information**

Vehicle Plate Number: \_\_\_\_\_

Vehicle Year, Make, and Model: \_\_\_\_\_

The vehicle has a minimum \$1,000,000 Third Party Liability Insurance. (A minimum of \$10,000,000 is required for any vehicle with the capacity to carry more than ten people including the driver). **Please attach a copy of your insurance to this form.**

The vehicle is maintained in a safe operating condition and will be equipped with tires appropriate for winter driving conditions.

The vehicle has \_\_\_\_\_ operating seat belts.

I agree to wear a seat belt and all passengers to wear seat belts.

I agree that I will not permit a child under 13 years of age to occupy the front passenger seat of a vehicle equipped with a passenger seat air bag. I am aware that the area in front of the air bag should be free from books, toys, or anything that could become a projectile if the air bag deploys.

All drivers are responsible for complying with all child restraint requirements. **My vehicle has \_\_\_\_\_ places/seats that meet the criteria for safe placement of booster seats.**

**NO child 4 years or under, OR who is 40 lbs. or under, can travel in a car without an approved car seat** that is properly attached to the frame of the vehicle. This does not mean that it is just held on with a seat belt. **THIS IS AN ENFORCEABLE LAW.**

**Young children under 9 years old and over 18 kg (40 lbs.) or 145 cm (4'9) tall should use a booster seat**, which is portable and used with the shoulder and lap seat belt. The parent, however, would have to provide the booster seat, and it would be their responsibility to insure that the person who is driving the car knows how to use it properly.

All *trip drivers*\*\* , including volunteer drivers are advised that, in order to bring into effect the Board's excess liability insurance, they must:

- Use a licensed automobile which carries valid automobile Third Party Liability insurance as required under BC legislation;
- Provide the school board with prompt written notice, with particulars, of any accident arising out of the use of a licensed automobile during a trip on board-related business;
- Be aware that the school board's Excess Automobile Liability insurance comes into effect only after the vehicle owner's primary Third Party Liability insurance limit has been exhausted;
- Be aware that any damage to the volunteer's vehicle, the cost of any insurance deductible or premium adjustment as the result of an accident while the vehicle is being used on board-related business is NOT covered by the school board's Excess Automobile Liability insurance.

Check the box to the left if you will be using a carsharing service (e.g., modo). Your signature below confirms that the carsharing service's insurance meets the above requirements as described. *No insurance attachment is required.*

**I agree to operate the vehicle in a safe and legal manner.**

Printed Name of Driver: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Driver: \_\_\_\_\_

Signature of Principal or Vice Principal: \_\_\_\_\_

As Principal or Vice-Principal, you are signing to confirm that all relevant fields in the form have been initialed or answered. You are also confirming that any potential driver who is not using a carsharing service (see comment above) **has attached a copy of their Third-Party Liability Insurance**, which confirms that the vehicle has a minimum **\$1,000,000** Third Party Liability Insurance, **and a photocopy of their valid driver's license.**

\*If a potential driver has had any motor vehicle violations within the past 24 months, it is at the discretion of the Principal or Vice-Principal to allow them to act as a volunteer driver. If, to the Principal or Vice-Principal's knowledge, the potential driver has had any motor vehicle violations within the last 24 months, the signature of the Principal or Vice-Principal above marks the exercising of that discretion. \*

\*\* A *trip driver* is defined as any person authorized by the board who has agreed to be a driver for a certain trip while driving their own or another licensed automobile. This includes, but is not limited to: Trustees, employees, teachers, parents, volunteers, officials of the school board\*\*