



<b>SECTION:</b>	<b>General School Administration</b>	<b>APPROVAL DATE:</b>
<b>SUBSECTION:</b>	<b>School Building Administration</b>	<b>March 6, 2000</b>
<b>POLICY NAME:</b>	<b>Volunteers in Schools</b>	<b>LAST REVISED:</b>
<b>POLICY NUMBER:</b>	<b>APP.F.2.GSA.E.9</b>	<b>March 6, 2000</b>

VOLUNTEER DRIVER FORM

Note: The school Board values your contribution as a volunteer driver and would like to thank you. A "Trip Driver" is defined as any person authorized by the Board who has agreed to be a driver for a certain trip while they are driving their own or another licensed automobile: to include trustees, employees, teachers, parents, volunteers and officials of the Board.

This will authorize \_\_\_\_\_ (Name of teacher or other volunteer driver)

1. To transport students participating in the events listed on the attached school schedule:
- OR
2. To transport students participating in the following school activity:

\_\_\_\_\_

Vehicle Information: Make \_\_\_\_\_ Year \_\_\_\_\_ License # \_\_\_\_\_

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

- A. Use a licensed automobile which carries valid third-party liability insurance as required under legislation in the Province of Ontario.
  - B. Provide the Board prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during a trip on business of the Board.
  - C. Be aware that the Board's Excess Liability Insurance comes into effect only after the "trip driver's" insurance has been exhausted, to a combined total of \$20,000,000.
- I. Declaration to be signed by Driver:
- I declare that I am licensed to drive in Ontario and my vehicle is insured by valid automobile liability insurance as required by Ontario law.
  - That the vehicle is mechanically fit and that there are seat belts in working condition for all passengers.

Signature \_\_\_\_\_

Date \_\_\_\_\_

II. Declaration to be signed by the owner of the vehicle, if the volunteer does not own the vehicle.

- I declare that I have authorized \_\_\_\_\_ to drive my vehicle to transport students participating in the school event(s) listed on this form.
- He/she is licensed to carry passengers and is fully insured as a driver under the vehicle liability insurance as required by Ontario legislation.
- That the vehicle is mechanically fit and that there are seat belts in working condition for all passengers.

Signature \_\_\_\_\_

Date \_\_\_\_\_

---

Date

School Name

Principal's Signature

This information is being collected pursuant to the provisions of the Municipal Freedom of information and Protection of Privacy Act, and under the authority of the Education Act. Information from this form will become part of the procedure for Volunteer Programs in our schools and will be used by the principal for administration purposes. The contact person for enquiries concerning this information is the principal of the school.