



**WEST VANCOUVER SCHOOL DISTRICT
VOLUNTEER AUTHORIZED DRIVER FORM**

Thank you for volunteering to drive students. Your offer and assistance is much appreciated. In order to protect our children and you as a driver, we ask you to complete the following. We will also need to photocopy your driver's license and current Autoplan Insurance Policy (a minimum of \$1,000,000.00 insurance coverage is required).

SCHOOL: _____
DRIVER'S NAME: _____
DRIVER'S ADDRESS: _____
TELEPHONE #: _____

| VEHICLES TO BE USED: | <u>Vehicle 1</u> | <u>Vehicle 2</u> |
|--|------------------|------------------|
| Year/Make/Style | _____ | _____ |
| Colour | _____ | _____ |
| License Plate No. | _____ | _____ |
| Passenger Capacity | _____ | _____ |
| Owner's Name | _____ | _____ |
| Summary of traffic violations received over the past 3 years | _____ | _____ |

REGULATIONS

In volunteering to transport students, I confirm my awareness of the following School District regulations:

- Vehicles used for student transportation must be rated appropriately and insured with minimum Third Party Liability Insurance of \$1,000,000. The vehicle must be properly equipped with a seat belt for each occupant; seat belts must be secured when travelling. The driver agrees to wear a seat belt and will require all passengers to wear a seat belt. The driver agrees to not permit a child less than 13 years of age to occupy the front passenger seat of a vehicle equipped with a passenger seat airbag.
- 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 driver and owner should ensure that, to the best of his/her knowledge, the motor vehicle used for student transportation is in good mechanical condition.
- Vehicles used will only be driven by the volunteer driver noted above who must be at least 21 years of age and in good health. The driver should be accident free for at least three years and cannot be a secondary school student. Upon request, the driver must provide a copy of his/her current driver's license and abstract to the school principal or designate.
- The vehicle must be equipped with winter, all-season tires and/or chains for winter conditions.
- For safety and health reasons, volunteer drivers will not to allow smoking in their vehicles while transporting students.
- The driver must not, at any time during his/her performance as a volunteer driver, imbibe any alcoholic beverage or use any restricted substance.
- The driver must not operate the vehicle in an unsafe manner or in contravention of any statute or regulation governing the operation of motor vehicles.

- NOTE: a) If a vehicle has the capacity to carry more than 9 passengers, the driver must have a Class 4 driver's license and the vehicle must be licensed as a school bus.
b) The School District provides Excess Third Party Liability coverage for volunteer drivers and owners while lawfully operating vehicles on behalf of the School District.

VOLUNTEER DRIVER AND VEHICLE OWNER DECLARATIONS:

I have read the above items 1 through 8 including notes, regarding transportation of students for curricular and extra-curricular activities and accept and agree to follow these School District regulations.

I affirm that the vehicle that I am driving is insured with a minimum Third Party Liability Insurance of \$1,000,000.00, that I have never been convicted of impaired driving or any other criminal offence, and that, to the best of my knowledge, the vehicle(s) identified above is/are in safe, roadworthy condition and my driver's license is in good standing.

Driver Signature

Principal (or designate)

Owner Signature

Date