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## **DRIVER AUTHORIZATION FORM**

**(to be filled out by parent if planning to drive for school events –  
if more than one driver per family, each driver must complete a form)**

Driver's Name: \_\_\_\_\_

Driver's Address: \_\_\_\_\_  
\_\_\_\_\_

Driver's Telephone Number: \_\_\_\_\_ Driver's Email: \_\_\_\_\_

Vehicle: \_\_\_\_\_  
Year Make (e.g. Chevrolet) Model (e.g. Malibu) Colour  
\_\_\_\_\_  
License Plate # Seating capacity (incl. driver)

Insurance Company's Name: \_\_\_\_\_ Policy # \_\_\_\_\_

- The board requires that the vehicle owner maintain, at all times, valid automobile third party liability insurance as required under BC legislation in respect of liability for injury or death of any students who are passengers in the vehicle the volunteer is operating.
- In case of an insurance claim the vehicle, owner's automobile liability insurance can apply before that of the school board.
- Additional automobile liability insurance protection is provided under the school boards' comprehensive general liability insurance policy for authorized drivers transporting students in privately-owned vehicles on an approved school activity. This insurance is only for an amount in excess of the limit of liability provided by the vehicle owner's liability insurance policy.
- Damage to any vehicle, including the owner's, is the responsibility of the volunteer driver and not the school board.

Liability Limits: \_\_\_\_\_ (Minimum Limits of \$1,000,000 Required)

Please provide a copy of Proof of Insurance for our files (proof of insurance can be a photocopy of the declaration page of the volunteer's personal automobile coverage).

Driver's License #: \_\_\_\_\_ Province Issued: \_\_\_\_\_

### **Commitments:**

By submitting this form to become a volunteer driver for the school:

1. I confirm that I have a valid BC Driver's License (class 5 or better) and that the vehicle mentioned above has valid insurance
2. I confirm that my driver's license has not been suspended in the last three years. I have not been convicted of a driving infraction involving drugs or alcohol in the last three years.

**St. James & St. Ann's Catholic School**

2767 Townline Road, Abbotsford, B.C., V2T 5E1

Telephone: (604) 852-1788

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3. I have had no more than one moving violations or accidents in the last three years.
  4. I confirm that I am the owner of the above described vehicle or am duly authorized from the owner to use the vehicle
  5. I confirm that the above described vehicle is in safe operating condition
  6. I agree:
    - a) to operate the automobile referred above in a safe manner
    - b) to abide by all applicable laws at all times while I am transporting students
    - c) to limit the number of passengers to the number of useable seat belts
    - d) no students will sit in the front seat
    - e) to require proper use of occupant restraint systems (i.e. seatbelts, head rests, seat position, car seats, and booster chairs where required)
    - f) to comply with the directions of teachers or Parish Education Committee
    - g) to transport students directly to the field trip / sports event location and directly back to school immediately following the event (i.e. no side trips)
    - h) to transport the same students to and from the field trip / sports event, unless a teacher or agent of the school board says otherwise
    - i) to report to the school Principal all accidents and any suspension of my license or change in my insurance status which may occur after the date of this authorization
    - j) to keep confidential the student identification and any other information about students that I transport and only release this information in the event of an accident or medical emergency
    - k) to return any student identification documents to the school immediately at the end of the trip
    - l) to accept the foregoing undertakings and certify that the information contained in this form is correct to the best of my knowledge

Thank you for helping us with our transportation needs.

Certification

*I certify that the information given on this form is true and correct to the best of my knowledge. I understand driving for the school is a profound responsibility and I will exercise extreme care and due diligence while driving. I understand that as a volunteer driver, I must be 21 years of age or older, possess a valid driver's license, have the proper and current license and vehicle registration, and have the required insurance coverage in effect on any vehicle. I agree that I will refrain from using a cell phone or any other electronic device while operating my vehicle.*

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

Date: \_\_\_\_\_