



Appendix C Volunteer Driver Application

School _____ **Date of Birth** _____
Driver's Name _____ **Driver's License** _____
Address _____ **Postal Code** _____
Telephone _____ **Child's Name** _____
(if applicable)

Vehicles to be used:	Vehicle 1	Vehicle 2
Year/Make/Style	_____	_____
Colour	_____	_____
License Plate	_____	_____
Number of students who can be transported safely	_____	_____
<i>(safe placement of a low back booster seat requires a lap and shoulder belt and headrest)</i>		
Owner's Name	_____	_____
Driver's Abstract provided	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<i>(*see #4 below) 1-800-663-3051</i>		

Regulations

In volunteering to transport students, I confirm my awareness of the following school district regulations:

1. Vehicles used for student transportation must be rated appropriately and insured with Province of British Columbia - minimum Third Party Liability insurance. The vehicle must be properly equipped with seat belts for each occupant; seat belts must be secured when travelling. All children must use an age and weight appropriate child seat until their 9th birthday unless they have reached 4'9" (145 cm) tall. **You must ensure the seats have not expired.** More information is available [here](#). Children who are 20 lbs (9 kg) to 40 lbs (18 kg) should be restrained in a forward-facing child seat and children who are over 40 lbs (18 kg) should be restrained in a booster seat. Children under 5'5" or less than 12 years old must not be transported in the front seat if the vehicle is equipped with a passenger's side airbag.
2. 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.
3. The volunteer 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.
4. *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 not have been responsible for a "preventable" accident for at least the previous three years. Upon request the driver must provide a copy of his/her current driver's license and abstract to the school principal/vice principal.
5. The vehicle must be equipped with winter or all-season tires (and chains, where applicable, for winter conditions).
6. For safety and health reasons, smoking will not be permitted in vehicles while transporting students.
7. The driver must not, at any time during his/her performance as a volunteer driver, imbibe any alcoholic beverages or use any restricted substances.
8. 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.

- Notes:**
- a. The district does not permit the use of personal vehicles to carry more than seven students at one time, including driver.
 - 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's and Vehicle Owner's Declarations: (I/We) have read the above items 1 through 8, including notes, regarding transportation of students for sanctioned school activities and accept and agree to follow these school district regulations and to update as changed circumstances require.

Driver's Signature

Date

Vehicle Owner's Signature

School District Employee's Signature

The personal information on this form is collected by School District 68 under the authority of the *School Act*, Section 85. The information will be used for the purpose of maintaining a record of volunteer drivers. Personal information on this form will be protected under the *Freedom of Information and Protection of Privacy Act*. Questions about the collection and use of this information should be directed to the Information and Privacy Coordinator, School District 68, 395 Wakesiah Avenue, Nanaimo, B.C. V9R 3K6, Telephone 250 754-5521.