

## AUTHORIZATION TO TRANSPORT STUDENTS PARTICIPATING IN SCHOOL EVENT(S)

**Please Note:**

REGULATION 195/05 PROHIBITS THE TRANSPORTING OF STUDENTS UNDER EIGHT (8) YEARS OF AGE IN CARS, MINIVANS OR TAXIS UNLESS AN APPROVED BOOSTER SEAT IS USED.

PARENT SUPERVISORS MUST HAVE THEIR VULNERABLE SECTOR SCREENING CHECK ON FILE AT THE SCHOOL PRIOR TO THE TRIP.

**\*\*STUDENTS ARE NOT TO BE TRANSPORTED IN 9 SEAT (OR GREATER) VANS.**

THE SCHOOL BOARD VALUES YOUR CONTRIBUTION AS A VOLUNTEER DRIVER AND WOULD LIKE TO THANK YOU.

PLEASE BE INFORMED AND REVIEW THE BOARD'S INSURANCE COVERAGE SUMMARY OUTLINED ON THE REVERSE

### VOLUNTEER DRIVERS

THIS WILL AUTHORIZE:

\_\_\_\_\_ (NAME OF STAFF MEMBER 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:

\_\_\_\_\_

\_\_\_\_\_

3. VEHICLE INFORMATION:

MAKE:	YEAR:	LICENSE #:
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ALL "TRIP DRIVERS"<sup>1</sup> 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 drivers" insurance has been exhausted
- d) Carry a minimum of \$1,000,000.00 of third party automobile liability insurance
- e) Be aware that any damage to the volunteer's vehicle, the cost of 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 Board's Excess Automobile Liability Insurance.

<sup>1</sup>N.B. 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 AUTHORIZED AUTOMOBILE; TO INCLUDE TRUSTEES, EMPLOYEES, TEACHERS, PARENTS, VOLUNTEERS AND OFFICIALS OF THE BOARD.

1. **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.

\_\_\_\_\_  
(NAME – PLEASE PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

2. **DECLARATION TO BE SIGNED BY THE OWNER OF THE VEHICLE, IF THE VOLUNTEER DRIVER 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.

\_\_\_\_\_  
(NAME – PLEASE PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

3. **PRINCIPAL/DESIGNATE AUTHORIZATION:**

This will authorize \_\_\_\_\_ to transport students participating in school

(NAME – PLEASE PRINT)

sponsored events to and from the activity site.

\_\_\_\_\_  
PRINCIPAL/DESIGNATE SIGNATURE

\_\_\_\_\_  
DATE